



Town of Milk River
 PO Box 270, 240 Main Street Town of
 Milk River, AB T0K 1M0 403-647-3773
www.milkriver.ca

Water Off / On Request Form

IMPORTANT: If your request is an emergency, please contact Public Works Office during business hours at 403-647-2339, or after business hours at 403-421-0140 (visit www.milkriver.ca for current hours).

48 hours' notice is required when requesting water to be turned off/on.

Requirements for Request

1. Your account will automatically be charged a \$20.00 turn off fee or a \$20.00 turn on fee.
2. You are responsible to check the property to confirm that the water is actually on or off as requested.

PROPERTY DETAILS:

Civic Address* – Street No. & Name: _____

Property Legal (optional): _____ Roll No. (optional): _____

Date water requested OFF: _____ Preferred Time* **OFF:** _____ a.m. / p.m.

Date water to be turned back ON: _____ Preferred Time Back* **ON:** _____ a.m. / p.m.

Provide reason for turning water off/on: _____

* Water off/on times may vary depending on Public Works resources and other factors, and will only occur during regular business hours.

Requested by – Applicant's Full Name: _____

Applicant is: Homeowner Contractor Town Staff

Home Phone (not required for Town Staff): _____ Cell Phone: _____

Invoice to be mailed to – Street No. & Name: _____

Town: _____ Province: _____ Postal Code: _____

Owner, if different from Applicant – Full Name: _____

Home Phone: _____ Cell Phone: _____

Water Off/On Fees: \$20.00 to turn water OFF and \$20.00 to turn water ON (excludes tax; existing water service only).
 Call-outs out of normal working hours incur overtime / call-out fees.

 Signature of Applicant (or Owner) Date

OFFICE USE ONLY:

Copy sent to: Public Works Finance

Amount Received: \$ _____ Receipt No.: _____ Date Paid: _____

Notes: _____