



WYSE METER SOLUTIONS
 Enrolment Centre
 PO Box 418 RPO Steeles West
 North York, ON M3J 0J3
 Toll free: 1.844.411.0663
 Fax: 1.844.700.7673
 enrolment@wyseutilities.com

MOVING OUT NOTIFICATION FORM

You are responsible for submetered utilities until the end of your lease/ownership. In order to efficiently process your final Wyse bill, you must notify Wyse a minimum of two weeks prior to your lease-end date or ownership-end date. Please note that failure to provide Wyse with the minimum notice may result in delayed meter reading and/or additional charges.

Informing Wyse of your move out or sale means that Wyse will read the meter on the lease-end date or ownership-end date and prepare your final bill. If applicable, your security deposit will be applied to your final bill. Any credit balance will be mailed to you at your new address.

You will receive your final Wyse bill after you move out, within approximately 6 to 8 weeks. Customers on e-billing will receive it via email, and customers on paper-billing will receive it at their new address.

Please complete, sign and date this form, and return it to Wyse Meter Solutions Enrolment Centre: By email enrolment@wyseutilities.com, by fax 1.844.700.7673 or by mail to PO Box 418 RPO Steeles West, North York, ON M3J 0J3

PLEASE CHECK WHICH APPLIES		Are you the: <input type="checkbox"/> Owner or the <input type="checkbox"/> Renter	
RESIDENT NAME / ACCOUNT HOLDER			Account #
CURRENT ADDRESS (where service is being provided)		Unit# _____ Street Address: _____	
FORWARDING ADDRESS (where final bill should be sent)			
PHONE & EMAIL		Home Phone (existing)	Work
		Home Phone (after move – <i>if known</i>)	Cell
		Email	
PRIVACY	In accordance with the Personal Information Protection and Electronic Documents Act (PIPEDA), the Resident named above acknowledges that providing personal information to Wyse Meter Solutions is considered consent to the collection, use and disclosure for billing, collection, auditing, and other necessary purposes. The information will only be shared with related Wyse Meter Solutions companies and third-party service providers, and is processed and stored with appropriate confidentiality levels as per Wyse Meter Solutions’ Privacy Policy. Our billing practices comply with applicable Ontario Energy Board Codes and Rules, associated policies, standards and procedures.		
I understand that my security deposit, if applicable, will be applied to my account on final billing. Should the final billing amount be less than the amount of the security deposit, Wyse Meter Solutions will mail a cheque for the balance to the forwarding address provided above.		EFFECTIVE MOVE-OUT DATE	
I confirm that the information I have provided above is true and complete.			
RESIDENT’S SIGNATURE		DATE	