

LANDLORD VACANCY INTERIM PLAN FOR RENTAL PROPERTY OWNERS

L.V.I.P. PROGRAM

2 OPTIONS AVAILABLE

OPTION 1 CONTINUOUS SERVICE PLAN

When a tenant requests termination of her/his account and no new tenant has applied for service, a final reading will be taken on the date requested by the tenant and the electrical service will remain connected. Any consumption that registers on the meter after the tenant's final reading will be the responsibility of the landlord. If the service remains connected but no consumption occurs, the landlord will be charged the minimum bill for the time period that the service was on. The normal **Charge of Occupancy Charge** (\$13.50 for water only, \$30.00 for hydro only or \$43.50 for hydro and water, plus applicable taxes) that occurs each time an account is re-opened will be waived.

EnWin UTILITIES Ltd. will contact the landlord to advise that we have received notification of the tenant's intention to vacate. **ENWIN Utilities Ltd.** will not become involved in landlord/tenant disputes. It is the responsibility of the landlord to allow the service to be continued and transferred into her/his name or to contact **ENWIN Utilities Ltd.** and give instructions for disconnection. Should a landlord request disconnection of the service, the Change of Occupancy Charge will not be waived for the landlord when the reconnection of the service is requested. An After-Hours Reconnection fee will also apply for reconnections that are not scheduled at least 2 working days in advance. Note: normal working hours do not include Saturdays, Sundays, Good Friday, Easter Monday, Victoria Day, Canada Day Holiday, August Civic Holiday, Labour Day, Thanksgiving Day, Christmas Eve, Christmas Day, Boxing Day, New Year's Eve or New Year's Day. When any of the December holidays fall on a Saturday or Sunday, additional holidays will be given in lieu or these days and regular service reconnections will not be scheduled.

NOTE: **ENWIN Utilities Ltd.** will not be responsible for contacting owners who have not provided current information regarding up-to-date phone numbers and mailing addresses. The Change of Occupancy Charge will only be waived on accounts that have been set up on this program prior to the tenant's termination.

OPTION 2 LANDLORD AUTHORIZED DISCONNECTION

Each time a tenant requests termination of her/his service and **ENWIN Utilities Ltd.** has not been contacted to arrange a customer to take responsibility for the use of electricity, the service will be immediately disconnected. **ENWIN Utilities Ltd.** will not be liable for any damages that may result from disconnection of the electrical service. Any requests for disconnection, by either a new tenant or the landlord/owner will incur normal Change of Occupancy and will be subject to an After-Hours Reconnection Fee when reconnection is not scheduled at least 2 working days in advance. Note: normal working hours do not include Saturdays, Sundays, Good Friday, Easter Monday, Victoria Day, Canada Day Holiday, August Civic Holiday, Labour Day, Thanksgiving Day, Christmas Eve, Christmas Day, Boxing Day, New Year's Eve or New Year's Day. When any of the December holidays fall on a Saturday or Sunday, additional holidays will be given in lieu or these days and regular service reconnections will not be scheduled.

Landlord / Business Name _____

Contact Name _____

Address to Which Bills Should be Sent

Format (555-555-5555)

Street Address _____ Phone number _____

City _____ Alternate Phone No _____

Attention _____ Fax Number _____

Postal Code _____

E-mail Address _____

Authorization Signature _____

Date (Year/ Month / Day) _____

Include the following list of properties for Continuous Service Program (LVIP) Yes No

OR

Include the following list of properties for Pre-Authorized Disconnect (LDIS) Yes No

Are the properties below: Commercial or Residential
 (If there is a mix of Commercial and Residential, please photocopy this form and use one for Commercial and the other for Residential.)

***Please list each service separately including each address and unit number.**

E – Electricity W – Water WW – Waste Water

*If necessary, please photocopy this form.

Important: Due to the procedures necessary to switch a customer to an independent retailer, customers who sign up for **EITHER** Vacancy Interim Plan are **NOT** eligible to go to a retailer. If you have any questions about this, please call us at 255-2727.

Address				Which Services Should Revert			FOR OFFICE USE ONLY	
				E	W	WW	REV. ACCT	LL ID
Unit #	House #	Street Name						
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								