



Account Information (OFFICE USE)	
Account: _____	Roll: _____
Application Date: _____ MM DD YYYY	Customer ID#: _____
Service Information:	Mailing Address: (If different from service address)
Move in Date: _____	Address: _____
Service Address: _____	City: _____
Postal Code: _____	Postal Code: _____
Customer Information:	
Name: _____ Date of Birth: _____	
Phone: _____ Alternate Phone: _____	
Email Address: _____	
Have you ever lived in Spruce Grove: Y / N If Yes, Previous Address: _____	
Renter's Checklist - When renting a property in the City of Spruce Grove, we require the following to set up your utility account: (Incomplete applications will not be accepted.)	
<input type="checkbox"/> Copy of signed lease or rental agreement <input type="checkbox"/> Complete Applications for each individual on the lease over 18 <input type="checkbox"/> Consent to Release Form – Signed by each individual on the lease over 18 , and signed by the landlord <input type="checkbox"/> \$200.00 deposit - Deposits can be paid by credit, debit, or cash. Deposits will be applied to any outstanding charges when you close your account, any remaining credit will be refunded.	
For more information please see our website www.sprucegrove.org/utilities or contact us at 780-962-7597.	
Completed submissions may be emailed (PDF ATTACHMENTS ONLY) to utinfo@sprucegrove.org or dropped off at City Hall.	

I hereby make application to the City of Spruce Grove for a utility account to receive water, wastewater and solid waste services. I understand that any deposits that may be required will be applied to the final billing. I understand that failure to keep payments current may result in disconnection of services and/or ineligibility to obtain utility services.

Signature: _____ Date: _____

This information is being collected under the authority of section 33(c) the Freedom of Information and Protection of Privacy (FOIP) Act. It will be used for the provision of utility services and the collection of utility charges. The personal information provided will be protected in accordance with Part 2 if the Act. If you have any questions regarding the collection, use and disclosure of personal information, please contact the FOIP Coordinator at 780-962-2611