

Disconnection Authorization Form

Please submit your completed form via email to Waterloo North Hydro's (WNH) Engineering Department at operations@wnhydro.com.

Service Address: _____.

Please note, if the building is to be demolished and the service address is in the City of Waterloo or the Township of Woolwich please include a Demolition Tracking Sheet with the application form. The City of Waterloo's sheet can be found [here](#) and the Township of Woolwich's form can be accessed [here](#).

I, _____ being the owner of the above mentioned property, authorize Waterloo North Hydro Inc., to disconnect the power.

Reason: _____ **I certify that no other person will be adversely affected by this disconnection** i.e. all tenants and or persons have vacated the property.

I authorize disconnection at the (choose only one method)

- Pole -** Permanent disconnect and removal of service to the property.
- Meter-** Disconnect at meter only – service to the property will remain.

I understand that if I decide to have power at this location again, it will be treated as a new service and all connection and other installation fees, Electrical Safety Authority (ESA) Inspections and site layouts will be required. If I decide to have power restored, the ESA must inspect and approve it before WNH can reconnect.

NOTE: If power has not been reconnected within 6 months from the date that it was cut off, WNH reserves the right to permanently disconnect the service and remove all hydro service to the property. If I decide to have power at this location again after this has been done, it will be treated as a new service and all connection and other installation fees, ESA Inspections will be required.

Electrical Meter Number: _____ Location: Outside Inside (Provide Access)

I would like the power disconnected on (date): _____ (please provide a minimum of 15 business days notice)

WNH Account Number: _____ Date: _____

Owner Signature: _____ Contact Phone Number: _____

Submitter Email Address: _____

Engineering Technician Signature: _____ Date of Site Visit: _____

Service Crew(s) Signature: _____ Date of Disconnection: _____

ENGINEERING INITIALS	OPERATIONS/METERING INITIALS	BILLING INITIALS	GIS INITIALS	CONTROL ROOM INITIALS	ENGINEERING INITIALS	OPS FOR FILING INITIALS
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