

**Oxford County requires a minimum of 48 hours' notice for inspection prior to connection.**

PART 1 – To Be Completed by Property Owner		
Name:	Phone #:	
Email:	Type of Building:	
Connection Required: Water      Sanitary Sewer      Improvement to Existing		
Address of Property to be Serviced		Mailing Address
911/Municipal #:	911/Municipal #:	
Street:	Street:	
Lot #:	P. O. Box:	
City/Town:	City/Town:	
Postal Code:	Postal Code:	
Assessment Roll Number:		
PART 2 – To Be Completed by Oxford County and/or Service Provider		
File No:	N/A	
Water Connection Fee (\$):	Developer Paid	
Sewer Connection Fee (\$):	Developer Paid	
Water Meter & Transmitter Fee (\$):	Not applicable	
Other Fees (\$):	Not applicable	
Total Due (\$):	Deposit required (\$):	
Oxford County Engineering Approval		
Name: PLEASE PRINT	Signature:	Date:
Oxford County Finance Approval		
Name: PLEASE PRINT	Signature:	Date:
PART 3 - Service Responsibility	Applicable	Not Applicable
The applicant is responsible for completing the service installation within the Municipal Right of Way; therefore, the connection fee(s) is/are being taken as a security deposit. Upon completion of the work to the satisfaction of the involved municipal parties, the deposit will be refunded up to the actual costs for each connection once the applicant has submitted detailed receipts, itemized by type of service, for the work completed within the Municipal Right of Way.		
PART 4 – Capital Billing Project	Applicable	Not Applicable
1. I (we) acknowledge that water and/or wastewater services have been extended to my property and that the County of Oxford will be billing my property for the share of this project.		
2. I (We) acknowledge that if I (we) sell the subject property that the prospective purchasers will be advised of the future billing.		
3. I (We) also acknowledge that financing options will be presented at the time of project billing.		
PART 5 – Customer Acceptance		
Owner(s) Signature:	Date:	
Owner(s) Signature:	Date:	

The collection of personal information on this form is necessary for the proper administration of a lawfully authorized activity under S86 (1) and S83 of the Municipal Act, 2001 and will be used for the purposes of connecting to County utilities and for billing purposes. For more information about this collection, please contact Customer Service at 21 Reeve Street, P.O. Box 1614, Woodstock, ON, N4S 7Y3 at 519-539-9800 or 1-866-537-7778.

Completed forms to be emailed to [PublicWorksDevelopment@oxfordcounty.ca](mailto:PublicWorksDevelopment@oxfordcounty.ca) for filing in P:\Work Orders