



Priority Submetering Solutions Inc.  
 1465 Pickering Parkway, Ste. 100  
 Pickering, ON, L1V 7G7  
 Phone: 1-866-836-3837  
 info@prioritymeter.com

## Utility Suite Metering Customer Agreement (Move-In) Form

Please complete this form and send to: Email: info@prioritymeter.com,  
 OR Mail: 1465 Pickering Parkway, Ste. 100, Pickering, ON, L1V 7G7.

This form can also be completed and submitted online at [www.prioritymeter.com/ca/moving](http://www.prioritymeter.com/ca/moving).

**NOTE:** All fields marked with an asterisk (\*) are required.

<b>Date of Closing/Lease Start*:</b> _____ Month/Day/Year					
<b>Primary Account Holder(s)*:</b> Mr Mrs Miss Ms (Please Select)					
First Name*: _____ Middle Initial: _____ Last Name*: _____					
<b>Mr Mrs Miss Ms (Please Select)</b>					
First Name: _____ Middle Initial: _____ Last Name: _____					
<b>Service Address (the Unit)*:</b> (Street No. & Name)		<b>Unit No*.</b>	<b>City*:</b>	<b>Province*:</b>	<b>Postal Code*:</b>
<b>Primary Phone*:</b>		<b>Secondary Phone:</b>		<b>Email*:</b>	
				<b>Ebiling:</b> <input type="checkbox"/> Check if you would like to receive your bill by email.	
<b>Mailing Address (if different from above)*:</b> (Street No. & Name, Unit No.)			<b>City*:</b>	<b>Province*:</b>	<b>Postal Code*:</b>
<b>IDENTIFICATION - Please provide your Driver's License No. <u>OR</u> Social Insurance No. <u>OR</u> Canadian Passport No.*:</b>				<b>Date of Birth*:</b>	
				_____ Month/Day/Year	
<b>Secondary Contact (if applicable):</b> Mr Mrs Miss Ms (Please Select)					
First Name:			Last Name:		
<b>Please Complete If You Are the OWNER of the Unit*:</b>					
Lawyer Name:			Lawyer Phone No:		
<b>Please Complete If You Are RENTING The Unit (you do NOT own the unit, but are leasing it)*:</b>					
Owner/Landlord Name:			Owner/Landlord Phone No:		
<input type="checkbox"/> Owner*	Signature* _____		Date* _____		Month/Day/Year
<input type="checkbox"/> Tenant* (if applicable)	Signature* _____		Date* _____		Month/Day/Year



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### Priority Submetering Solutions Inc. (PRIORITY) Terms and Conditions

“PRIORITY” means Priority Submetering Solutions Inc. PRIORITY has entered a Utility Reading, Sub-Metering and Billing Services Agreement with the owner of the building where the Unit is located. “Customer” or “You” means the person(s) identified above who is receiving the submetering services described in this Agreement from PRIORITY. This Agreement is effective upon execution by the Customer and receipt and acceptance by PRIORITY (which acceptance may be evidenced by the commencement of services to the Customer).

<p>1. The Customer authorizes PRIORITY to collect and use, credit, financial and related personal information about the Customer. Other than to PRIORITY’s authorized service providers and parties that will provide PRIORITY with credit information, PRIORITY will not knowingly share this information with third parties without the Customer’s permission, other than a party to whom PRIORITY transfers, assigns, encumbers this Agreement. PRIORITY may inquire about the Customer’s credit history and, if necessary, use the personal information the Customer has provided to PRIORITY to do so. The Customer acknowledges that it is accepting PRIORITY’s Privacy Policy and is bound by PRIORITY’s Conditions of Service, both which can be found on PRIORITY’s website at <a href="http://www.prioritymeter.com">www.prioritymeter.com</a>.</p> <p>2. The Customer agrees to pay all amounts for the supply of utilities and for submetering services to the Unit and any related fees and charges for metering, billing, administration and other matters, as described in PRIORITY’s Conditions of Service document and/or in PRIORITY’s Utility Reading, Sub-Metering and Billing Services Agreement with the owner of the building. These amounts may change from time to time. All bills are due on the date indicated. If your account remains unpaid after the due date indicated, an administrative fee will be charged. If accounts continue to remain in arrears, further administrative penalties will be charged.</p> <p>3. The amounts charged by PRIORITY for submetering, billing and related services are as set out in its Conditions of Service and/or PRIORITY’s Utility Reading, Sub-Metering and Billing Services Agreement with the owner of the building, and these amounts may change from time to time.</p> <p>4. The Customer will be subject to PRIORITY’s Security Deposit policy, and PRIORITY’s policies related to late payments, which includes PRIORITY’s disconnection rights. These policies are set out in PRIORITY’s Conditions of Service. In connection with those policies, the Customer understands that PRIORITY reserves the right to disconnect service for non-payment of an account, among other remedies available to PRIORITY. If applicable, the Customer will be responsible for all charges relating to disconnection and reconnection of electrical service. In the event that the Customer is disconnected for non-payment, PRIORITY shall not be liable to the Customer for any claims relating to the disconnection of services, including but not limited to claims related to damage on the Customer’s premises resulting from the disconnection of service. The Customer waives all claims for any inconvenience, loss or damage that may be caused by PRIORITY disconnecting electrical service for any reason.</p> <p>5. All accounts with PRIORITY for a unit within a building must be originally set up in the unit owner’s name. Should a unit owner wish to lease/rent the unit, PRIORITY will, upon the unit owner’s request, issue a final bill to the unit owner and add the tenant’s name to the account. In that circumstance, the tenant will be required to sign a Utility Suite Metering Customer Agreement with PRIORITY in the same form as the unit owner has signed. An account setup fee will be billed upon original setup of the account and when setting up a new tenant account or new unit owner/ landlord account. The unit owner/landlord’s name will not appear under the tenant’s account and the unit owner/</p>	<p>landlord will not be held responsible for any unpaid balances under the tenant’s account. The unit owner name must always remain on the original account for the unit, until a new unit owner is established. You acknowledge and agree that if you are the unit owner and there is no new tenant as of the lease end date specified in the Move-Out Form, or if no Utility Suite Metering Customer Agreement is signed by the new tenant, then on the lease end date the account will revert back to the unit owner’s name and the unit owner will be responsible for the account.</p> <p>6. A Customer who wishes to cancel their account with PRIORITY must provide PRIORITY with a fully-executed Move-Out Form. The Move-Out Form must be provided five (5) days before the date of closing, or lease end date. The Customer must notify PRIORITY five (5) business days before closing or lease end date in order for PRIORITY to arrange for a final meter reading and the transfer of the account to a new unit owner or tenant. The Customer is responsible for payment of its final account, including any arrears.</p> <p>7. The Customer acknowledges that they have notified PRIORITY in writing of any person or persons requiring uninterrupted electricity for the purposes of life support, lifesaving and/or medical purposes, if applicable.</p> <p>8. PRIORITY will not be responsible to any Customer or any other party for any claims, loss or damage resulting from any disruption in the supply of utility, or variation in voltage, pressure, quality or frequency.</p> <p>9. Neither PRIORITY nor any Customer will be in default of their obligations to the other party during any period where performance of such obligations is prevented by conditions beyond the control of the party (force majeure).</p> <p>10. The Customer agrees, represents and warrants that the terms and conditions of this Agreement are binding upon the Customer’s administrators, executors, heirs, successors and assigns. This Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario and the laws of Canada applicable therein. This Agreement sets forth the entire agreement between the parties relating to the subject matter contained herein and may not be modified or amended except by agreement in writing between the parties.</p> <p>11. Should PRIORITY discover at any point that the Sub-Meter System or any part thereof is reading incorrectly for any reason whatsoever, PRIORITY retains the right to bill any Recipient an adjusted amount based on PRIORITY’s best estimate of the utility consumed for the period in question.</p> <p>12. Failure to provide the necessary information requested on this form may result in a Disconnection Notice being sent to the Unit. If this form is not filled out completely within the time frame stated on the disconnect form, power to the Unit will be disconnected until the completed form has been sent to PRIORITY.</p>
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