



Corporate Services Department  
Finance Division

City of Mount Pearl  
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Mount Pearl, NL  
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## APPLICATION FOR DE-REGISTRATION OF APARTMENT

Taxpayers wishing to obtain a credit of the annual charge for water and sewer for a second unit in their property, such as for a basement apartment, must de-register the apartment in order to obtain the credit. Taxpayers are advised that an inspection will be required in order to confirm that the apartment and main unit are integrated.

Furthermore; should they wish to re-register the apartment, an inspection by the Planning and Development Department will be necessary to ensure the apartment complies with current Regulations and the National Building Code. If modifications are necessary upon inspection, a permit must be obtained from the Planning and Development Department before occupancy of the apartment is allowed.

It is the option of the taxpayer to continue paying the annual water and sewer charges for both units to have the property listed as a 2 unit property in the City's records.

I have read and understand the above noted policy and wish to de-register my apartment and receive an adjustment on my water account.

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Homeowner

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Address

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Date

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Contact Telephone Number