

**WATER AND/OR WASTEWATER COMPLAINT BASED
REGULATORY MODEL**

**PRIVATE AND COOPERATIVELY OWNED PUBLIC UTILITIES
MINIMUM ANNUAL FILING REQUIREMENTS**

ANNUAL FILING DEADLINE

June 30th

OWNER/COOPERATIVE NAME: _____

UTILITY NAME: _____

APPLICATION DATE: _____ UTILITY CONTACT: _____

Indicate reporting year of submission: _____

A. UTILITY INFORMATION

1. Nature of service: Water Wastewater Water and Wastewater

2. Total number of customers served: _____

3. Please provide details of Operator Qualification(s)/Certification(s).

4. Is the utility duly licensed under *The Drinking Water Safety Act*?

Yes No If not applicable, please explain.

5. If providing potable water, does it meet the Drinking Water Standards?

Yes No Please explain.

6. If a wastewater utility, is it compliant with Environmental Licenses?

Yes No

If yes, please provide a copy to the Board, if no, please explain.

B. FINANCIAL INFORMATION

1. Current rates:

Date of last rate change:

2. Are rates to change within the next year? Yes No

If yes, please provide the following information to the Board:

- Justification to the Board sixty (60) days before implementation;
- Notification to customers of intended rate change at least thirty (30) days prior to the change, with the reasons outlined and notice of their right to file any complaint with the Board; and
- A copy of the Notice mentioned above is to be filed with the Board, with information advising how the Notice was distributed and the date of distribution.

C. INSURANCE INFORMATION:

1. Name of Insurance Carrier

Please attach copy of the Utilities Liability Insurance.

2. Date of Policy

3. Please select the type of Commercial General Liability Insurance:

D. REQUIRED ATTACHMENTS:

1. Latest Audited Financial Statements, with notes and auditor's comments (if applicable).
2. Copies of documents required in section B2 if applicable, and C.

Send the completed form via email to: publicutilities@gov.mb.ca.

Originally prepared: September 3, 2008
Revised: June 11, 2010
Revised: January 21, 2013
Revised: March 14, 2019

(Please keep a copy of all documentation submitted for your records.)