

Plumbing Heating

Cooling Hardware



**W.W. Fairbairn & Sons, Inc.**

Established 1895

"The House of Service"

**COTTAGE OPENING FORM**

Name: \_\_\_\_\_

Summer Address: \_\_\_\_\_

*Bay View residents please provide Block & Lot*

Please tell us if your permanent address has changed. \_\_\_\_\_

Phone number (in case we need to contact you): \_\_\_\_\_

Email address: \_\_\_\_\_

What is the "turn-on-by" date for the water service? \_\_\_\_\_

*NOTE: If we do not receive notice at least 10 business days in advance of this date, a premium rate will apply.*

If you have a cleaning service, when will they be done? \_\_\_\_\_

Name: \_\_\_\_\_ Contact#: \_\_\_\_\_

Does W.W. Fairbairn & Sons have a key to your cottage? **Y / N**

If "No" who do we contact for entry? Name: \_\_\_\_\_

Contact #: \_\_\_\_\_

If applicable, what is the alarm code? \_\_\_\_\_

Have there been any changes to the locks or security system? **Y / N**

**If you arranged with DTE to lock your meter at your departure, only you may call them to resume service. Please remember that water must be on before DTE will turn on the gas.**

Do you want us to turn on the heat? **Y / N** If "Y", at what temperature? \_\_\_\_\_

Would you like the heating/cooling system serviced? **Y / N**

Do we have your authorization to perform necessary repairs? **Y / N**

Please indicate how you would like to be notified that your cottage has been opened. \_\_\_\_\_ Email / Telephone

Any other instructions: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_