

**Province of Manitoba  
Online Gas Permits  
Draw Down Account Application Form**



**Please Print**

***Establish a Draw Down Account for:***

Company/Organization: \_\_\_\_\_

If a government organization, please check level: Federal  Provincial  Municipal

**Contact Person Information**

|                      |                      |
|----------------------|----------------------|
| First Name _____     | Last Name _____      |
| Business Title _____ | Street Address _____ |
| City _____           | Province _____       |
| Postal Code _____    | Telephone _____      |
| Fax _____            | Email _____          |

Alternate Contact Name and Phone Number \_\_\_\_\_

**Account Information**

**Please read this section:**

Enclosed is our cheque payable to the **Minister of Finance** in the amount of \$\_\_\_\_\_ (Minimum \$100.00). We have estimated the amount to be sufficient to cover the fees for gas permits by all persons authorized to use the account over the next 30 day period.

I acknowledge the financial responsibility for all gas permits charged against our account remains with this company, and you are authorized and directed to debit the proper fees from the account for all services made by any person who properly identifies our account.

I acknowledge that it is our responsibility to maintain sufficient funds in our account at all times. Should the account at any time not contain sufficient funds to cover the proper fee for permits requested, I understand you are authorized to discontinue processing any permit requests.

I acknowledge that if changes to the permits are required, sometimes these changes could be notification forwarded to Inspection and Technical Services Manitoba from the customer, the Utilities or from Inspection and Technical Services Manitoba Inspectors.

**The above name applicant hereby authorizes the Inspection and Technical Services Manitoba Permit Manager to modify a specific permit. If the changes require a fee adjustment, the applicant hereby authorizes the Permit Manager to modify the company's draw down account.**

**The applicant hereby applies for a draw down account and agrees to the statements outlined above and the TERMS AND CONDITIONS set out on the attached page.**

|   |   |                             |
|---|---|-----------------------------|
| _____<br><b><i>Applicant Name (Print)</i></b> | _____<br><b><i>Authorized Signature</i></b> | _____<br><b><i>Date</i></b> |
|---|---|-----------------------------|

**Mailing Information**

Mail this completed form and cheque to: Inspection and Technical Services Manitoba  
500-401 York Avenue  
Winnipeg, Manitoba R3C 0P8

**Office Use Only**

|  |   |
|--|---|
| Update Transaction Type:<br>Add <input type="checkbox"/> Change <input type="checkbox"/> Delete <input type="checkbox"/> | District Office:<br>Authorized By (Name and Signature): |
|--|---|

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**TERMS AND CONDITIONS**

1. The Account holder assumes financial responsibility for all services made in the name of the account by any person who properly identifies the account, whether the person who identifies the account has or does not have authority to use the account. To use the draw down account for online gas permits the Account holder's Account Administrator must provide and keep up to date a list of authorized User IDs.
2. The Account holder is responsible to maintain sufficient funds in the account at all time to meet the fees for gas permits charged to the account. To do so, they must send a cheque payable to the Minister of Finance and indicate clearly that it is a payment to be credited to their draw down account. Clients are advised to ensure that the amount of each remittance is sufficient to cover all requests for gas permits that they intend to make for at least a one-month period. If the balance in the account is not sufficient to cover the fee for the requested gas permits no permits will be processed online until a sufficient deposit is made.
3. The Director at his/her discretion may cancel the account when there is insufficient use of the account to warrant its continuance or where the service is abused by permitting the account to be depleted fully.