

## REQUEST FOR WATER CONNECTION TO A PROPERTY

**Note to Applicant:** The personal information that Council collects from you is for the purposes of the Privacy and Personal Information Protection Act 1998. The intended recipients of the information are the officers of Council. Should you provide your address or any other contact details, Council will not record those details for any other purpose other than to respond to your application and for customer survey purposes. On completion of your work request, you may be contacted by a third party provider for the purpose of a customer survey.

### APPLICANT INFORMATION

**\* Denotes mandatory field to be completed**

\*What is your name? \_\_\_\_\_

\*If application is on behalf of a company or business:

What is your company name? \_\_\_\_\_

\*Your contact phone: \_\_\_\_\_ Mobile: \_\_\_\_\_ Fax: \_\_\_\_\_

\* How would you like to receive this quote?

By post, to: \_\_\_\_\_

By email, to: \_\_\_\_\_

\*Are you the property owner? Yes  No

If you are not the property owner please select your relationship to the owner:

Plumber  Builder  Developer  Other \_\_\_\_\_

\*Your signature: \_\_\_\_\_ Date: \_\_\_\_\_

### PROPERTY TO BE CONNECTED

\*Lot: \_\_\_\_\_ Section: \_\_\_\_\_ \*Deposited/Strata Plan: \_\_\_\_\_

Unit No: \_\_\_\_\_ House No: \_\_\_\_\_ \*Street: \_\_\_\_\_

\*Suburb: \_\_\_\_\_

\*What activity/s will be carried out at this property? Commercial  Stock & Domestic  Domestic Only

If Commercial, what is the activity: \_\_\_\_\_

Is there an existing water or fire service at this property? Yes  No  If yes, what size is it? \_\_\_\_\_ mm

## PROPERTY OWNER INFORMATION

\*What is the property owner's name? \_\_\_\_\_

What is the property owner's address? \_\_\_\_\_

\*Owner's contact phone: Landline: \_\_\_\_\_ Mobile: \_\_\_\_\_

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

**\*Do you have the owner's consent? This section must be signed by the property owner.** The owner's authorisation to make this application must be obtained. This is a mandatory requirement of section 78 of the Local Government Act 1993.

*As owner of the above property, I consent to the making of this application and to the entry onto such land by authorised officers of Council for the purpose of determining this application, and any associated inspections.*

\*Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## WATER CONNECTION REQUEST

Council will determine if a backflow prevention device is required for the property, in accordance with Council's Water Connection, Backflow Prevention & Pricing Policy and the Plumbing Code of Australia. If required, details will be provided in the written quote.

Do you want a **new water connection**, including meter installation? YES  NO

If Yes, please circle size (mm): 20 25 32 40 50 80 100 150

**The default domestic size is 20 mm.**

Do you want to install a **water meter only**? (You must already have a service connection) YES  NO

If Yes, please circle size (mm): 20 25 32 40 50 80 100 150

Do you want to install a **fire service**? YES  NO

If Yes, please circle size (mm): 20 25 32 40 50 80 100 150

Are you installing any of the following on your fire service? *Please circle as appropriate*

Hydrant

Hose Reel

Sprinkler



Do you want to move or raise a water meter? YES  NO

If Yes, please circle size (mm): 20 25 32 40 50 80 100 150

Do you want Council to install a galvanised meter guard? YES  NO

If yes, what size is the meter (mm)? 20 25 32 40 50s 80 100 150

What type of guard would you like? Please select one (1) option as shown below.

	Guard on one side (Price Range \$65 - \$195) Dependant on guard size	YES <input type="checkbox"/> NO <input type="checkbox"/>	Which side? _____
	Guard on two sides? (Price Range \$130 - \$390)	YES <input type="checkbox"/> NO <input type="checkbox"/>	
	Enclosed box guard? (Price Range \$180 - \$520) Dependant on guard size	YES <input type="checkbox"/> NO <input type="checkbox"/>	

## PLAN OF WORKS REQUESTED

Please provide a plan that indicates:

- Direction of north
- The property number, location and name of street or road, etc.
- Location of work requested
- Approximate location of existing or proposed buildings

In accordance with Council's Water Supply and Sewerage Customer Service Standards, Council will provide a written quote to the applicant within ten (10) working days of receipt of the quote request. The quote will only be valid for three (3) months after issue.

Council will complete the construction work within **forty (40)** working days of receiving pre-payment for the work. If you have any enquiries regarding water supply works, contact Council's Capital Program team on (02) 6801 4000.

## IMPORTANT INFORMATION

### Water and Fire Service Connections

The size of the water services and fires services are to be determined entirely by the customer. However, the size selected by the customer must be a readily available size. Customers may wish to engage a private hydraulic consultant for advice.

In accordance with Council's Water Connection, Backflow Prevention and Pricing Policy, water connections to properties are to be either a water service or a fire service. Combined water connections for fire services and water services are not permissible. In the absence of specific advice from the customer new water connections will be deemed to be a water service.

### Fire Services

Fire services can only be used for firefighting purposes. For Council to recognise a fire service, the property owner must submit an annual Fire Service Certificate from a licensed plumber or other approved persons indicating the fire service is a fire service in strict compliance with the National Plumbing Code of Australia.

### Fire Service Exemption from Water Access Charges

The annual Fire Service Certificate must be lodged with Council during the months of March, April or May, in order to obtain recognition from Council of the fire service for the new financial year commencing on 1 July. If the annual Fire Service Certificate is not lodged with Council by the end of May, the service will be deemed to be a water service and charged a Water Access and Non-Residential Sewer Service Charge according to Council's Revenue Policy for the entire year.

### Water Meter Maintenance

Following the installation of the water service, Council will be responsible for the water meter, its maintenance and periodic replacement.

### Backflow Prevention Device Testing and Maintenance

The property owner will be responsible for the backflow prevention device, its maintenance, testing and periodic replacement. Property owners will be required to forward the backflow device testing certificates to Council periodically and in accordance with Council Policy.

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#### Office Use Only

Parcel No.....	Assessment No.....	Property No.....
Date Received.....	All Information completed .....	CRM No.....

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