

Application for Water Meter Relocation

ACT Number: _____ Receipt No: _____
Date Lodged: _____ Property No: _____
Permit Number: _____
Capital Contrib. Due _____ Receipt No: _____
Connection Fee Due: _____ Receipt No: _____

Property Details

Property No:	Lot No (s):
House Number: (NOTE: House Number MUST be included or connection will not be carried out)	Deposited Plan (DP/SP)No(s):
Street:	Locality:
Do you wish to use this as your postal address for correspondence: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Owners Details

Surname:	Given Name:
Postal Address:	Locality:
Signature:	Postcode:
Business Telephone:	Home Telephone:
I/We confirm that I/we have read and accepted the connection policy as set on this form and conditions that are in accordance with the Local Government Act.	
Signature:	Date: / /

Proposed Use *(please tick a box)*

Domestic
 Stock trough
 Commercial
 Flats
 Strata Units
 Industrial *
 Fire Service *
 Motel/Hotel
 Caravan Park *
 Other Please Specify _____

Proposed Work *(please tick a box)*

New
 Extension
 Replacement
 Fire Protection
 Water System *
 Backflow Prevention*
 Other Please Specify _____

Meter Details: Size required _____ (20 mm standard size)

Water Service currently on property **Meter Number** _____

Licensed Plumber Details

Name:	Postal Address:
	Postcode:
Business Telephone:	Home Telephone:
License Number	Expiry Date / /
Signature:	

Water Service Agreement

1. The water service is provided in accordance with the relevant provisions of the Local Government Act and Regulations.
2. This application is a binding agreement and must be signed by the property owner/s and the licensed plumber. The water service relocated upon receipt of this Water Meter Relocation Form; correctly completed with the appropriate fee paid.
3. It is the property owner's responsibility to ensure the meter is **adequately protected**.
4. Applicants are reminded that sufficient information must be supplied **on the site plan below to** identify the allotment to which the application refers. This should include nearest cross street and any other necessary identification. Adequate survey pegs defining the front boundary must be available on site to enable installation of the service in the correct position. If sufficient information is not supplied, it may be necessary for the application to be returned and it is very likely that delays in relocation will result.
5. The applicant is responsible to ensure that the area in which the service is to be installed is clear of materials or rubbish.
6. All meters are to be **readily accessible** for meter reading purposes.
7. All work connected to a town water supply must be supervised by a licensed plumber whose details must be provided below prior to the service being relocated. All work from the main to (and including) the meter is to be undertaken by Clarence Valley Council personnel only.
8. Council may temporarily disrupt supply for the purpose of repair or maintenance, but shall not be held responsible for damages arising from any interruption. Council will make every attempt to inform consumers of scheduled disruptions, however in mains breaks, this may not be possible.
9. The property owner is responsible for all water recorded as passing through the water meter, subject to Clause 158 of the Local Government (General) Regulation.
10. The riser on the customer side of the meter shall be copper or galvanised metal. Applicants who do not comply with this condition of connection may be charged a reconnection fee (as outlined in Council's fees and charges) for Council staff to attend and connect a meter when this condition is not complied with.
11. A house/street number **is** required prior to connection, and must be added to the application form.

Please draw locality and block diagram showing **desired location** of relocated meter. It is also suggested that the location be pegged onsite.

NOTE: Council will endeavour to connect the service at the point nominated on the diagram; this may not always be possible due to existing service or conduit locations. All work from the main to (and including) the meter is to be undertaken by Clarence Valley Council personnel only. Beyond the meter, internal to the property, is the responsibility of the property owner and work must be supervised by a licensed plumber.



Privacy Advice

The personal information that Council has collected or is collecting from you is personal information for the purposes of the Privacy and Personal Information Protection Act 1998 (PPIPA). Council will only use this information in accordance with the PPIPA.

The supply of this information by you is voluntary. However, if you cannot provide or do not wish to provide the information sought, the Council may be limited in dealing with your application/request. Council requires this personal information from you in order to process your application.

You may make application for access or amendment to your personal information held by Council. Council will consider any such application in accordance with the PPIPA. Council is to be regarded as the agency that holds that information.