



# Water Service Application

**IMPORTANT:** The information provided by you on this form will be used by Narrabri Shire Council or its agents to process this application. The provision of this information is voluntary, however, if you do not provide the information, Council may not be able to fully process your application. Once collected by Council, the information can be accessed by you in accordance with Council's Privacy Management Plan or in special circumstances, where Commonwealth legislation requires or where you give permission for third party access

Date: .....

I hereby apply for connection of a water service to the property described below:

## 1. Applicant Details

Name: .....Company Name:.....

Postal Address: .....

Town: .....State and Postcode: .....

Phone Number: .....Mobile Number: .....

Fax Number: .....Email Address: .....

## 2. Property Details

Address: .....

Lot Number:.....Section Number:.....Deposited plan number:.....

Service:

NEW CONNECTION

RECONNECTION

DISCONNECTION --

Date:.....

MODIFICATION

FIRE SERVICE

Size of Service/s:

20mm

25mm

32mm

40mm

50mm

OTHER (Specify):.....mm

Type of Consumer:

DOMESTIC

COMMERCIAL

COMMERCIAL/RESIDENTIAL

INDUSTRIAL

INSTITUTIONAL

PUBLIC USES

\* IF THE SIZE OF THE SERVICE IS LARGER THAN 25mm, PLEASE SUPPLY INFORMATION ON **USE OF PREMISES AND BACKFLOW PREVENTION DEVICE** BEING INSTALLED.

**NOTE:** WATER TURNED ON ONLY WHEN BACKFLOW FITTED.

The undersigned confirm they have read and accept the connection policy as set out on this form and conditions that are in accordance with the Local Government Act 1993.

Owners Name: .....Plumbers Name: .....

Address: .....Address: .....

Phone No: .....Phone No: .....

.....Licence No: .....

Signature: .....Signature: .....

**\*\*Note:** This application is considered a binding agreement and must be signed personally by the property owner/s and the licensed plumber.

Applicants are reminded that sufficient information must be supplied on the **CONNECTION DIAGRAM** (see over) 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 installation will result.

The applicant is responsible to ensure that the area at which the service is to be installed is clear of materials or rubbish.

Should Council be prohibited from installing the service due to one of the above, requiring reprogramming of the installation **an inconvenience fee is payable.**

**NB:** This information is requested in accordance with Council Resolution No 637/00 adopted by Council on 19 \_\_\_\_\_  
December 2000 in conjunction with the Water Service Connection Policy.

**Office Use Only**

CUSTOMER SERVICE  
REQUEST (CSR) NO: \_\_\_\_\_ GIS KEY: \_\_\_\_\_ FILE NO: \_\_\_\_\_  
DA/CC/LA APPROVAL NUMBER \_\_\_\_\_

**WATER MAIN DETAILS**

IS MAIN ON THE SAME, OR OPPOSITE SIDE OF STREET?  SAME  OPP  
MAIN DIA: \_\_\_\_\_ mm MAIN TYPE: \_\_\_\_\_  
OTHER DETAILS: \_\_\_\_\_  
\_\_\_\_\_

**PAYMENT DETAILS**

INCOME JOB NO CONNECTION: \_\_\_\_\_ \$ \_\_\_\_\_  
INCOME JOB NO HEADWORKS: \_\_\_\_\_ \$ \_\_\_\_\_  
TOTAL PAYMENT BY APPLICANT: \_\_\_\_\_ \$ \_\_\_\_\_  
RECEIPT NO: \_\_\_\_\_ DATE: \_\_\_\_\_

**WATER SERVICES OPERATION MANAGER**

Application approved, please proceed with work. \_\_\_\_\_

**SERVICE** SIZE: \_\_\_\_\_ mm dia. LENGTH: \_\_\_\_\_ m  
DEPTH: \_\_\_\_\_ m NEAREST HYDRANT IS NO: \_\_\_\_\_ H

BACKFLOW PREVENTION:  YES  NO TYPE: \_\_\_\_\_

**METER** SIZE: \_\_\_\_\_ mm SERIAL NO: \_\_\_\_\_  
TYPE: \_\_\_\_\_

READING: \_\_\_\_\_ kL NO. (kL) DIALS: \_\_\_\_\_

DATE INSTALLED: \_\_\_\_\_ INSTALLED BY: \_\_\_\_\_

**ADMINISTRATION**

RECORDED CSR SYSTEM (DATE): \_\_\_\_\_

WATER BILLING SYSTEM UPDATED (DATE): \_\_\_\_\_

RATES RECORD UPDATED (DATE): \_\_\_\_\_

ASSETS/GIS UPDATED (DATE): \_\_\_\_\_

**APPLICATION TO GO ON REGISTERED FILE WHEN FULLY COMPLETED.**

## **WATER SERVICE CONNECTION DIAGRAM**

Draw a diagram of the block showing the nearest street(s) and adjacent blocks. On the diagram clearly mark the desired location of water service connection and show the distance from the nearest side boundary.

NB: A clearly labelled peg should also be placed on site indicating the desired location of the service.

