

Application for Water Meter Testing

(Residential 20mm or 25mm)

For all applications, you must:

- Complete all sections of this form.
- Consent by signing this form.
- Submit the applicable fee.

Please note - Where your meter is part of a shared water supply on a strata titled property, the Body Corporate must make the application on behalf of the owners.

SECTION 1 - APPLICANT DETAILS

Owners Name:

(person/s or company):

(The **consent and signature of each owner** is required in Section 5)

Owners Name:

(person/s or company):

(The **consent and signature of each owner** is required in Section 5)

Postal Address:

Does this postal address apply to all Council Departments (i.e. rates, water, other permits, animals)

☐ Yes

☐ No

Contact Number:

Email:

SECTION 2 - PROPERTY DETAILS

Property Address:

Suburb:

Postcode:

Assessment Number:

Plan Number:

SECTION 3 – WATER METER DETAILS

Meter Number:

Water Meter Size:

☐ 20mm

☐ 25mm

If there is more than one meter required for testing, a separate meter test fee will apply for each.

Meter Location:

Reason for Water Meter Testing:

Have you ruled out internal leaks by completing a self-test or engaging a plumber?

☐ Yes

☐ No

(Internal leaks must be ruled out prior to the meter being tested)

SECTION 5– Declaration and Owners Consent

I/We give permission for Council staff to test the water meter and assess the water service at the above-named property. I/We declare that the information provided in this application is true and correct; and I/we agree with the terms and conditions below.

- I/We understand that each application for water meter testing is accompanied by a fee.
- An on-site assessment will be made on the water meter. A volume test, flow test and pressure test will be conducted to establish if a meter is functional, and readings are accurate.
- If the meter is proven to be accurate in its registration, the application fee is forfeited to the Water & Wastewater Department. I/We understand no refund will be provided, and no adjustments will be made to the relevant water account. If however, it is established that a water meter is reading incorrectly, a new meter will be fitted and the application fee will be refunded to the customer. Adjustments to the relevant water account will be reviewed by the Rates and Water Billing Department.
- I/We understand a meter is considered to have registered incorrectly only if it registers outside the prescribed margin of the correct amount of water supplied, whether greater or less. The prescribed margin is 4%.
- Council will advise in writing of the outcome of the test. The test results report will be made available upon request.
- I/We understand that Council may shut off the supply of water for such period as deemed necessary for the test, alterations or additions to the water supply system. Prior notice will be provided wherever possible.
- Site must allow clear access free of all obstructions including vegetation and building materials.
- It will be my/our responsibility to engage a licensed plumber to inspect and rectify any internal pipework or internal leaks.
- I/We understand that Council may enter the property concerned to affect any necessary test and alterations to the water service or water meter. I/We grant Council permission to enter the property and undertake site inspections to complete requested test as necessary.
- I/We understand that Council may enter the property concerned to affect any necessary alterations or repairs to the water service or water meter in the future.

Property Owner Signature		Date:	
Property Owner Signature		Date:	

Douglas Shire Council – Privacy Collection Notice:

Douglas Shire Council collects and manages personal information in the course of performing its activities, functions and duties. We respect the privacy of the personal information held by us. The way in which the council manages personal information is governed by *the Information Privacy Act 2009* (Qld). We are collecting your personal information in accordance with the *Local Government Act 2009* so that we can assess and finalise your application. Generally, we will not disclose your personal information outside of Council unless we are required to do so by law, or unless you have given us your consent to such disclosure. For further information about how we manage your personal information please see our Information Privacy Policy.

OFFICE USE			
☐ Are all sections of the form completed and signed?			
☐ Has the applicable fee been paid?			
Receipt Type:	928 Hydrant / Water Meter Testing	Received: \$246.00	Receipt No: CSO Initials: