

Application to Install Subsidiary Water Meters

Installation of all sub-meters must be arranged privately with a licensed plumber.

Please refer to Council’s website for fees and charges schedule and policy on Subsidiary Water Meters.

As the appointed agent for / the owner of the property described below, I / We apply for a registered subsidiary water meter to be installed in accordance with the Standard Water Supply Laws and Council guidelines.

SECTION 1 – APPLICANT TYPE	
<input type="checkbox"/> New Smart Sub-Meter Installation	In addition to this form, complete State Govt Form 1 - Permit work application for plumbing, drainage and on-site sewerage work. Mechanical sub-meters will only be approved when smart sub meters are not suitable as determined by a Council officer.
<input type="checkbox"/> New Mechanical Sub-Meter Installation	
<input type="checkbox"/> Change from mechanical to Smart Sub-Meter	Form 1 not required

SECTION 2 - APPLICANT DETAILS
 Note: The applicant is the person or organisation who is authorised to make application. A business name or trust is not a legal entity and should not be entered in this section as the applicant. Where a person or company operates a business, the applicant is the person or company.

Applicant (person(s) or company): _____

Business Trading Name: _____ ABN: _____

Contact Person Name: _____

Postal Address: _____

Contact Number (H): _____ (W): _____ (M): _____

Email: _____

SECTION 3 - DESCRIPTION OF PROPERTY

Street Address: _____

Lot/Plan Numbers: _____

Number of units on property _____ Type of building/business _____

Is this property Group or Strata Titled?: Yes No Unsure

Do all owners of the unit complex agree to having individual water notices issued based on subsidiary meter readings. Yes No Unsure

(MANDATORY) - All owners and/or Body Corporate MUST SIGN and AGREE TO separate bills).

SECTION 4 - DETAILS OF REQUIRED SUB-METERS

Numbers of meters required: _____ Size: _____

Size of pipe to be used on property (min 20mm) : _____

SECTION 5 - DETAILS OF EXISTING (PRIMARY) WATER METER ON PROPERTY

Attach plumbing plans showing location of meters and pipeline configuration to the units and common areas

Primary Meter Identification Number: _____

OFFICE USE				
Receipt Code:T930	Fee Paid:	Date:	Receipt No:	CSO:

SECTION 6 - OWNER'S CONSENT TO THE LODGEMENT OF THIS APPLICATION (MANDATORY)**Note:** The consent of all owners is required. Attach a separate document if required.

Owner's Name in Full:

Unit/Lot Number:

Contact Phone:

Owner Signature:

Date:

Owner's Name in Full:

Unit/Lot Number:

Contact Phone:

Owner Signature:

Date:

Owner's Name in Full:

Unit/Lot Number:

Contact Phone:

Owner Signature:

Date:

Owner's Name in Full:

Unit/Lot Number:

Contact Phone:

Owner Signature:

Date:

Owner's Name in Full:

Unit/Lot Number:

Contact Phone:

Owner Signature:

Date:

Owner's Name in Full:

Unit/Lot Number:

Contact Phone:

Owner Signature:

Date:

DECLARATION

I, the applicant as named in Section 2 above, declare that the information provided by me in this application is true and correct and I consent to the making of enquiries and exchange of information with authorities of any Local, State/Territory or Commonwealth department in regards to any matters relevant to this application.

Applicant Signature:

Date:

Douglas Shire Council – Privacy Collection Notice:

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