

# Application to Install Subsidiary Water Meters

- Complete a PD01- [Plumbing Application Lodgement Form](#)
- Complete a Form 1 – [Permit work application for plumbing, drainage and on-site sewerage work](#)

Please note:

1. Applicant is responsible for purchasing the Subsidiary Water Meter and arranging installation by a licensed plumber.
2. Subsidiary Water Meters will only be registered with Douglas Shire Council once a Council Plumbing Inspector has inspected the works.
3. Douglas Shire Council are unable to read and bill the subsidiary water meter separately if the subsidiary meter is not located next to the main water meter (within 1 metre) and the subsidiary water meter is not agreed to by the Body Corporate.

As the appointed agent for / the owner of the property described below, I / We apply for registered subsidiary water meters to be installed in accordance with the Standard Water Supply Laws and Council guidelines. A plumbing plan must be attached showing the location of the meters and the pipeline configuration to the units and common areas within the property. Subsidiary water meters must be located next to the main water meter so that Council can read the meters when necessary.

## 1. APPLICANT

Name	Contact Person	Signature & Date
<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>

## 2. OWNER'S CONSENT TO THE LODGEMENT OF THIS APPLICATION (MANDATORY)

Owner's Name in Full	Contact Phone	Signature & Date
<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
Owner's Name in Full	Contact Phone	Signature & Date
<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>

*If there are multiple owners, the consent of all owners is required.*

## 3. DESCRIPTION OF PROPERTY

Street Address	Lot Number
<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>
SP/RP Number	Is this property Group or Strata Titled?
<input style="width: 95%;" type="text"/>	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> UNSURE
Number of units on property	Type of building/business
<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>

## 4. DETAILS OF SUB-METERS

Number of meters	Size	Size of pipe to be used on property (min 20mm)
<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>	<input style="width: 95%;" type="text"/>

## 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.

Meter Identification Number
<input style="width: 95%;" type="text"/>

### Douglas Shire Council – Information Privacy Statement

Your personal information has been collected for the purpose of assessing your Application for Approval. The collection of your information is authorised under the Local Government Act 2009. You are providing personal information which will be used for the purpose of delivering services and carrying out Council business. Your personal information is handled in accordance with the Information Privacy Act 2009 and will be accessed by persons who have been authorised to do so. Your information will not be given to any other person or agency unless you have given Council permission or the disclosure is required by law.

OFFICE USE	Receipt Code: 930	Payment Amount: \$	Receipt No:
			CSO: