

## 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 Meters 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 meters 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 all owners and/or Body Corporate.
4. Ownership and maintenance of the Subsidiary water meters are the responsibility of the landowners and/or body corporate. Council will not be responsible for any faults or repairs of subsidiary meters.

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 type="text"/>	<input type="text"/>	<input type="text"/>

### 2. DESCRIPTION OF PROPERTY

Street Address	Lot/Plan Number
<input type="text"/>	<input type="text"/>
Number of units on property	Type of building/business
<input type="text"/>	<input type="text"/>

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 (MANDATORY - All owners and/or Body Corporate MUST SIGN and AGREE TO separate bills).  YES  NO  UNSURE

### 3. DETAILS OF SUB-METERS

Number of meters	Size	Size of pipe to be used on property (min 20mm)
<input type="text"/>	<input type="text"/>	<input type="text"/>

### 4. 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

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

Owner's Name in Full	Contact Phone	Signature & Date
<input type="text"/>	<input type="text"/>	<input type="text"/>
Owner's Name in Full	Contact Phone	Signature & Date
<input type="text"/>	<input type="text"/>	<input type="text"/>

If there are multiple owners, the consent of all owners is required. Attach a separate document.

**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.

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