



KEMPSEY SHIRE COUNCIL WATER SERVICE APPLICATION

When to use this form

This form is used to request a 20mm water service, including the recycled water area, and water meter boxes.

To complete this form

- Use black pen only
- Print using BLOCK LETTERS
- Place a cross in the appropriate box where applicable ☒
- Sign the form
- Attach copies of supporting documentation where instructed

Where to send this form

Kempsey Shire Council
PO Box 3078
WEST KEMPSEY NSW 2440
Fax: 02 6566 3205
ksc@kempsey.nsw.gov.au

Lodgment in person

22 Tozer Street
WEST KEMPSEY NSW 2440

Fees payable at time of lodgment

20mm - \$1045.00

Recycled system which requires two meters - 20mm recycled meter - no charge

Meter box by quote - quote fee - \$155.50

Methods of payment

- Cash
- EFTPOS
- Money Order
- Cheque
- Credit Card (surcharge applies)

Notes:

A recycled water system operates in parts of the South West Rocks area. If connecting in this area please contact Customer Services to confirm if a recycled water meter is required.

For more information

For more information about making this application please contact Kempsey Shire Council on 6566 3200.

PRIVACY STATEMENT: Council collects and holds personal information for a number of reasons related to Council business eg to process applications, to issue rate notices, to process correspondence. When you provide personal information to Council it is used in accordance with privacy laws applicable to Council. Your personal information will only be used for purposes related to the business of Council.

V: 1.10.14





KEMPSEY SHIRE COUNCIL WATER SERVICE APPLICATION

SECTION A – Applicants Details

Male Female

Mr Miss Mrs Ms Dr Other

Company Name (if applicable)

Surname

Given Name/s

Phone Number

Fax Number

Mobile

Email

Street No.

Address

Suburb/Town

State

Postcode

OR

PO Box

Suburb/Town

State

Postcode

Plumber/Builders Name

Plumber/Builders Mobile Number



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SECTION B – Water Meter Type

Please place a cross in the appropriate boxes

Note: Locations which require a recycled meter are located on page one of this form.

Meter Type

- 20mm
- Recycled meters – See notes on page 1 for details on the recycled water system area
- A quotation for a meter box – *a meter box is required if the meter is located outside the consumer's property*

Please place a cross in the appropriate box

- CODE 1 RESIDENTIAL: Meter connected to a single dwelling
- CODE 2 MULTI/RESIDENTIAL: More than one meter connected to the property or one meter connected but more than one occupancy to the property (flats, villas, dual occupancy, units, stratas)
- CODE 3 NON-RESIDENTIAL: Commercial/Industrial (including all commercial properties, industrial premises, churches, schools, hospitals, caravan park)
- CODE 4: AGRICULTURAL (NON-RESIDENTIAL): All meters connected for agricultural purposes not to dwellings on farms

SECTION C – Location

Lot	Section	Deposited Plan
<input type="text"/>	<input type="text"/>	<input type="text"/>

Street No.	Address
<input type="text"/>	<input type="text"/>

Suburb/Town	State	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>

Additional location details: _____

Please provide a diagram of the preferred location for the water meter. Your own marker peg, or one which can be supplied by Customer Services, must also be placed in the location on site.



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SECTION D – Application Conditions

The water service will be connected upon completion of the Water Service Applications and payment made prior to connection.

Different sized water meters/services at actual cost. If you require a larger meter we recommend that you advise Council and make payment as soon as possible to avoid delays. Long delays, approximately 5 – 6 weeks can be experienced Council requests that you advise Council and make payment for Payment for larger water meters

Service Provision: The service is provided to the boundary only. Where the boundary is more than 30metres from Council's water main, 30 metres only will be provided; the additional costs to the boundary are to be paid by the owner.

Meter box: Where a water meter is not located on the owner's property, the owner must provide a vandal proof meter box for the water meter.

Connection point: Council will endeavor to connect the service at the point nominated on the diagram but this may not always be possible. For instance, in new sub divisions the service can only be connected opposite the point where the conduit has been laid under the road.

Responsibility: It is the owner's responsibility to ensure that the meter is adequately protected. The cost of any repairs to the water meter or meter point is recoverable from the owner.

Sufficient information: Applicants are reminded that sufficient information must be supplied to identify the allotment to which the application refers. Delays will occur if insufficient information is supplied.

Proof of Ownership: Council will not process this application until proof of ownership is determined. If you are not the registered owner, please supply suitable documentation such as a solicitor's letter confirming transfers.

Delays: Delays will occur where an under road bore is required to provide the water service to the boundary.

Principal Control Cock: Each consumer should install a principal control cock on the consumer's side of the meter to safeguard against consumption arising from leaks and or faulty equipment. Council cannot accept the responsibility for consumption resulting from failure or alleged failure of a council meter cock.



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SECTION F – Owners Signature

As owner(s) of the land to which this application relates, I/we consent to the water meter application conditions.

Surname

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Given Name/s

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Signature: _____

Date

DD	MM	YY
/	/	

Surname

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Given Name/s

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Signature: _____

Date

DD	MM	YY
/	/	

OFFICE USE ONLY

Amount Paid

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Receipt No.

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Date: DD MM YY

/	/						

CSO: _____

Water Meter Register

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ID Number

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