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**Application Form: Water usage adjustment from undetected leak**

**Date of Application: \_\_\_\_/\_\_\_\_/\_\_\_\_**

**Water Usage Period:**

|  |  |
| --- | --- |
| June to Sept |  |
| September to December |  |
| December to March |  |
| March to June |  |

**Owner Details:**

|  |  |
| --- | --- |
| Mr/Mrs/Ms/Miss |  |
| Given Name: | Surname: |
| Postal Address: |  |
|  |  |
| Home phone: | Mobile phone: |
| Email: |  |

**Property and Water Meter Details:**

|  |  |
| --- | --- |
| Property Address: |  |
|  |  |
| Rate Assessment Number: |  |
| Water meter Number: |  |
| Date Leak detected: |  |
| Date Plumber engaged: |  |

**Leak Repair Details – to be completed by NSW Licenced plumber**

|  |  |
| --- | --- |
| Where at the Property did the leak occur? |  |
| What caused the leak? |  |
| What repair work was carried out? |  |
| Water Meter Reading immediately after repairs were carried out? | KL |
| Date Leak was repaired: |  |

**Licensed Plumber Declaration:**

I hereby declare that I have read and understand the provisions of Councils concealed water leak policy and that the information provided in this application is true and correct. I understand that the repairs made to the water service may be subject to verification from Gwydir Shire Council.

|  |  |
| --- | --- |
| Licenced Plumber Name: |  |
| NSW Licence Number: |  |
| Business Name: |  |
| ABN: |  |
| Plumbers Signature: |  |
| Date: |  |

**Policy requirement checklist:**

Application submitted within 30 days of water account issued:

License plumber invoice attached:

Licence plumber declaration signed:

**Owners Declaration:**

I hereby declare that I have read and understand the provisions of Councils Water account adjustment policy for an undetected leak and that the information provided in this application is true and correct. I understand that inaccurate or flase statements may cause my applications to be delayed or rejected and I give consent for Council to conduct an inspection of the above mentioned property to verify the details of this application should Council request such an inspection.

I have supplied all mandatory information as per requirements of Gwydir Shire Councils Water Usage Adjustment Policy for undetected leak.

|  |  |
| --- | --- |
| Owners Signature: |  |
| Date: |  |

**Office use only:**

|  |  |
| --- | --- |
| Date received: |  |
| Record Number: |  |