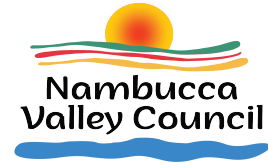


APPLICATION FOR UNDETECTED WATER LEAK

PO Box 177 Macksville NSW 2447
Administration Centre: 44 Princess Street Macksville NSW 2447
Email: council@nambucca.nsw.gov.au Phone: (02) 6568 2555
Website: www.nambucca.nsw.gov.au ABN 71 323 535 981



1. Applicant Details (being a Property Owner or Authorised Representative)

It is important that Council is able to contact you if more information is required. Please give as much detail as possible.

Mr ☐ Ms ☐ Mrs ☐ Dr ☐ Other:

Given name/s and/or Company/organisation

Surname

Postal address

Suburb or town

State

Postcode

Contact daytime telephone

Email Address

Property address for which a Water Account adjustment is requested

Water meter number

Date leak noticed/advised

Date plumber engaged

2. Terms and Conditions (Important Information)

This application will only be considered under the following Terms and Conditions:

- No water account adjustments will be considered for leaking fixtures or water using appliances.
- The Applicant must submit a copy of the Licenced Plumbers' Tax Invoice detailing the leak repair with this application.
- The concealed leak was repaired by a **fully licensed plumber within 14 days** of an occupant / property owner or authorised representative becoming aware of the leak including, but not limited to, being notified by Council of an increase in water usage.
- This application must be completed and lodged to Council **within 21 days of the repair being completed.**
- If this application is approved the water account credit adjustment will be calculated as follows:
 - The lesser of the actual metered amount or twice the average water usage for the property as determined using three previous equivalent billing periods.
- 100% of the total sewer and trade waste usage charges (where applicable) above the average use of these services for the property.

- Any adjustment amount exceeding \$1,000 will be discounted by 50% e.g. calculated rebate is \$3,000, the variation applied to the account will be \$2,000. The first \$1,000 applied at 100% with the remaining \$2,000 applied at 50% (\$1,000) granting a total
- The property owner (or authorised representative) will be advised in writing of the outcome of their application. 30 days will be granted from the date of this advice to either pay the account in full or enter into a suitable payment arrangement.

OFFICE USE ONLY

Property ID

Signed by both Owner and Plumber ☐

Meter Reading after Leak Repaired ☐

Copy of Plumbers Tax Invoice Attached ☐

All Leak Repair Details Complete (Section 5) ☐

3. Privacy and Personal Information Protection Notice

- This information is voluntarily required to process your request and will not be used for any other purpose without seeking your consent, or as required by law;
- Your information may comprise part of a public register related to this purpose;
- Your application will be retained in Council's Records Management System and disposed of in accordance with the Local Government Disposal Authority;
- Your personal information can be accessed and corrected at any time by contacting this Council.

4. Applicant's Declaration

I declare that I have **read and accept the Terms and Conditions** (see Section 2 on the previous page) of this application and confirm all particulars supplied in this application are correct. I understand that inaccurate or false statements may cause my application to be delayed or rescinded 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 attached a copy of the Licenced Plumbers' Tax Invoice detailing the leak repair to this application ☐ Yes

Signature/s: **Date:** / /

5. Leak Repair Details

This Section to be completed by Licensed Plumber repairing concealed water pipe leak

Date Leak Repaired:...../...../.....

Service leak from: ☐ Pipe ☐ Valve ☐ Fitting ☐ Other (e.g. appliance)

Leak location:

Leaking water drained to: ☐ Ground ☐ Sewer ☐ Stormwater ☐ Other:

Was the leak readily visible or apparent to the occupant? ☐ Yes ☐ No

Cause of leak: ☐ Wear ☐ Break ☐ Tree Root ☐ Other (e.g. faulty)

Water meter reading immediately after repairs complete (for all properties):

(KL) (BLACK NUMBERS ONLY)

What repairs did you make?:

.....
.....

6. Licensed Plumber Declaration

I certify that the information provided in this application is complete, truthful and correct and the repairs made comply with AS/NZS 3500.1

Licensed Plumber Name

Current License Number

Plumbing Business Name

ABN

Signature/s:

Date: / /

For further information in regards to this application please see Council's 'Undetected Water Leak Policy' found on Council's website www.nambucca.nsw.gov.au or contact Council on 02 6568 2555 during business hours.