

 Opotiki District Council Application for <u>Water</u> Connection	CHARGEABLE WORKS NUMBER:	
	Public Water Supply Name:	
SECTION 1 : APPLICANT TO COMPLETE – Please Refer to Notice on Reverse		
Asset Register No:		Valuation Number: 0
Name of Property Owner/Company		
Installation Street Address (Must Be Supplied)		
Postal Address (where account is to be sent) Metered water accounts will be sent to the Ratepayer		
Day Time Contact Name and Phone Number		
Full Legal Description (Lot No., DPS, SD, Blk No.)		
What is the REASON / PURPOSE of connection?	Subdivision <input type="checkbox"/> Domestic <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Agricultural <input type="checkbox"/> Fire Supply <input type="checkbox"/>	
Is the property already supplied with water?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Were any buildings demolished to which water was supplied?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Connection Size requested	– Domestic 20mmø	
Preferred location of the connection (must attach Site Plan)	_____ meters from	
I/we hereby make APPLICATION FOR THE ABOVE WATER CONNECTION and acknowledge the general conditions on the reverse of this form and agree to meet such fees, water rates, and/or conditions as may apply from time to time in respect to the Opotiki District Council Bylaws. My application fee of \$310.00 (inclusive of GST) is attached.		
Signature of Property Owner:	Date:	/ /

OFFICE USE ONLY		
CASHIER CODE TO :	58 76 30 5620 Opot/Hiku/Drifts,	58 76 31 5620 Te Kaha, 58 76 32 5610 Ohiwa
Water Connection Fee \$310.00 received	Date : / /	Receipt Number :

SECTION 2 : APPLICANT TO COMPLETE – Please Refer to Notice on Reverse	
I/we the undersigned REQUEST THAT COUNCIL ARRANGE FOR THE WATER CONNECTION works to be completed at my/our expense and undertake to pay for such works within thirty one (31) days from the rendering of an account for such works as described above.	
Signature of Property Owner:	Date: / /

OFFICE USE ONLY			
ENGINEERING DEPT			
Additional Connection Requirements	Backflow device required? Yes <input type="checkbox"/> No <input type="checkbox"/>		\$ incl GST
General Manifold Connection setup	Yes <input type="checkbox"/> No <input type="checkbox"/>	Number required	@ \$310.00 ea
Material supplier:	Invoice No.		
ODC Contractor Costs for installation from water main to boundary	Refer to Progress Payment No.		
Plant	Yes <input type="checkbox"/> No <input type="checkbox"/>		
Labour	Yes <input type="checkbox"/> No <input type="checkbox"/>		
Materials ie tapping band, pipe etc	Yes <input type="checkbox"/> No <input type="checkbox"/>		
Backflow device (testable)	Yes <input type="checkbox"/> No <input type="checkbox"/>		
TOTAL PAYABLE			
ENGINEERING DEPT	DATE		DATE
Watermeter Masterfile Records rec'd	Yes <input type="checkbox"/> No <input type="checkbox"/>	Asbuilts received Yes <input type="checkbox"/> No <input type="checkbox"/>	
Info rec'd by Consents Officer	Yes <input type="checkbox"/> No <input type="checkbox"/>	BizeAsset database asbuilts updated	
FINANCE DEPT	OFFICER NAME		DATE
Service and Meter recorded in Origen	Yes <input type="checkbox"/> No <input type="checkbox"/>	Recorded By:	
Chargeable Works sent to Customer	Yes <input type="checkbox"/> No <input type="checkbox"/>	A/C No.	

NOTICE TO APPLICANTS

The following is a brief summary of the conditions of supply relating to the Opotiki District Councils Water Supplies as contained in the Opotiki District Council General Bylaw.

No guarantees are made as to the uninterrupted supply of water or for any specified maximum or minimum pressures in the distribution system. Should you have a particular requirement for an uninterrupted level of service (flow or pressure) it is your responsibility to provide any necessary storage or equipment.

All consumers have a responsibility to ensure that all water drawn from the supply is used wisely and not used to an unreasonable extent or in a wasteful manner. This is especially important during summer when water demand is at its highest and the Council may impose restrictions on water usage if it is deemed necessary.

No person shall return, or allow to be returned, any water drawn from the water supply, back into the water supply. Where any piping system is used or connected in such a manner as to be a possible source of contamination to the water supply, the consumer shall protect the service connection at the point of supply with an appropriate and approved backflow prevention device.

The consumer shall take sufficient precautions at all times to protect the connection and any equipment, including meter, backflow preventer or flow restrictor, from damage and ensure that the connection is readily accessible.

A copy of the Opotiki District Council Bylaw is available for reviewing at the Council Office should you require further information or clarification of any of the above statements.

WATER SUPPLY REQUIREMENTS

- All metered with appropriate backflow device.
- On-site storage may be required on rural supplies.

ANSWERS TO FREQUENTLY ASKED QUESTIONS

IS AN APPLICATION NEEDED?

An application form is required for every new or relocated dwelling or building.

It is also required where a change of usage is occurring to a property (ie domestic to commercial) or where a connection does not already exist to a property.

HOW DO I APPLY?

You need to complete the attached Water Connection Application Form and pay a water supply connection fee of **\$310.00 incl. GST** to Council. We will assess your application and then advise you of whether if your application HAS or HAS NOT been approved.

WHAT INFORMATION DO I NEED TO SUPPLY?

Along with the application form, please forward a site plan of your property. If it is a newly subdivided property, then a subdivision plan would be helpful. The plans should clearly show the property boundaries and have the preferred location of the connection marked on it, with a measurement to the nearest boundary peg. ***Please note** if you are not the property owner, the owner must co-sign the application form. The owner is responsible for paying the water charges, a mailing address must be supplied. A lessee may receive the charges only if they have a registered lease, in excess of 10 years duration. The property owner, however, is ultimately liable for all charges, should the lessee default.

WHO DOES THE WORK?

Only approved or qualified Contractors are permitted to install new water connections, as they must meet all the requirements set by Council and as specified in Councils Code of Practice. You are able to engage, or obtain quotations from, any of these Contractors. Council can arrange for the connection works to be undertaken at your cost.

HOW MUCH WILL IT COST AND WHOM DO I PAY FOR THE WORK?

When you return your application form, you must pay a water connection fee of **\$310.00, including GST**, to Council. The cost of the actual connection will depend on what work your chosen Contractor has to do. You will need to arrange payment details with your Contractor and they may require a deposit or payment in advance, prior to starting work. Council can arrange for the connection works to be undertaken at your cost.

HOW LONG WILL IT TAKE TO INSTALL THE CONNECTION?

Council will endeavour to assess your application within five (5) working days of **receipt of the fee**, however insufficient information may delay this. Once approved, your contractor will advise you when they can do the work. If work is required on watermains that are under footpaths or roads, then a Street Opening Permit is required by the Contractor before work can commence. These may take up to fifteen (15) days to be granted, once the Contractor has applied.

WHAT HAPPENS IF I AM UNHAPPY ABOUT THE WORK DONE BY MY CONTRACTOR?

If you encounter any problems or poor workmanship, Council would like to know as the Contractors have set guidelines and standards to follow. Please contact the Engineering Department at Council.

ANY OTHER ISSUES?

Should you have any further queries about obtaining a new water connection, or would like to know more about any of Opotiki District Council Water supplies, please contact the Engineering Department on 07 3153030 or call into our office at 108 St John Street in Opotiki.