

# Waters Application Form



Attach the approved engineering plan and complete this form. Incorrect or incomplete application may result in delays of connection and increased costs for installation. For any questions and concerns please contact [opsreticteam@hcc.govt.nz](mailto:opsreticteam@hcc.govt.nz)

## Property details

Building  Subdivision  Other Application (please select application type)

Address \_\_\_\_\_

Lot No. \_\_\_\_\_ DPS No. \_\_\_\_\_ Consent No. \_\_\_\_\_

## Application made by

Name \_\_\_\_\_ Company \_\_\_\_\_

Email \_\_\_\_\_

Postal address \_\_\_\_\_

Daytime contact no \_\_\_\_\_ Other contact no \_\_\_\_\_

Date connection required (please note we have a 20 working day standard timeframe from payment for delivery)

## City Infrastructure service request

Consent to enter required (work on private property)  Yes  No

Please indicate number or size of connections/disconnections, consents and tests required

**Water** Connection  Meter  Water sample and pressure test  Disconnection   
*(50mmØ and greater)*

**Wastewater** Connection  Trade Waste Content  CCTV near/over  Disconnection   
*(activities on back page)*

**Stormwater** Connection to *(please select required connection)*  CCTV near/over  Disconnection   
 Main  Bubble up pit  Kerb and channel

## Office use only

# New connection general information

Full payment is required before connections occur.

Connections will not be made until Development Contributions (where applicable) have been paid in full. **Note:** This is a separate charge to those shown below.

Any costs arising from variations to connections resulting from information not notified to the Council on the approved plan will be covered by the applicant.

Some connections require a site visit for quotation. This may take up to 10 working days. Please be aware all water and fire main connections 50mmØ and greater require water sample and pressure testing. **Note:** Until this testing has been completed and passed a cap will be placed on the connection and can't be used.

Connection price provided by the Council is valid for 30 days from date of issue. You may be required to pay an increased fee if your payment is made after the 30-day period.

Consent to Enter needs to be obtained prior to the work commencing (if any are required).

Connections will usually be installed within 20 working days once this application is processed by City Infrastructure. However, the following situations may require additional time:

- Connections that require consent(s) to enter private properties.
- Connections requiring traffic management eg. within the Central City or State Highway.
- Summer holiday closedown (late December – mid January).

You may require a Trade Waste consent if you meet one of the following criteria:

- An industrial or commercial activity.
- Have commercial cooking facilities onsite.
- Other activities requiring Trade Waste Consent under the Trade Waste Bylaw - [www.hamilton.govt.nz/tradewaste](http://www.hamilton.govt.nz/tradewaste)

## Sources of information / help

- For the Council's service plans, please refer to [www.hamilton.govt.nz/serviceplans](http://www.hamilton.govt.nz/serviceplans). If you require a hard copy of the plan but have no access to a computer / printer, you can enquire with the Council Customer Service Unit team.
- For the Council's technical specifications, please refer to Infrastructure Technical Specifications at website: [www.hamilton.govt.nz/technicalspecifications](http://www.hamilton.govt.nz/technicalspecifications)

**I am the owner/authorised agent (specify) and all details I have supplied on this application are true and correct.**

Name (print) \_\_\_\_\_ Signed \_\_\_\_\_ Date \_\_\_\_\_

The new connection Application and Processing fee must be received with the application form. The new connection application will not be processed without payment of the fee.

DESCRIPTION	AMOUNT	CODE
Water Connection	\$	
Metered Water Connection	\$	
Water Disconnection	\$	
Firemain Connection	\$	
Stormwater Connection	\$	
Wastewater Connection	\$	
Wastewater Disconnection	\$	
Stormwater Disconnection	\$	
Consent to Enter	\$	
Backflow Prevention	\$	
CCTV - Pre	\$	
CCTV - Post	\$	
Application and Processing fee	\$	
Water Sample and Pressure Test	\$	
Corridor Access Request	\$	
Traffic Management	\$	
Other	\$	
<b>TOTAL</b>	<b>\$</b>	
Date Paid:	Receipt #	

### Received by City Waters

Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

### Comments / Work instructions