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**Unitywater**  
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**THE ACCEPTANCE OF THIS FORM IS SUBJECT TO THE APPLICANT MEETING THE STANDARD CONNECTION CRITERIA IN UNITYWATER'S CONNECTION POLICY. THE CONNECTIONS POLICY CAN BE FOUND AT:**

[www.unitywater.com/building-and-developing/reference-library/development-application-forms](http://www.unitywater.com/building-and-developing/reference-library/development-application-forms)

**Note:**

- Water meter installations or alterations to **Standard 20–25mm Connections** as described in Tables D and E require the appropriate fee to be paid at time of submission. The fee shall be in accordance with Unitywater's fees and charges as indicated within this application.
- Water Services greater than the standard 20-25mm connection, i.e. 32, 40mm etc, services are defined as a non-standard connections and must be applied for by using the [Connection Application Form \(Not for Standard Connection\)](#).
- **Property Owner's Consent must be supplied at the time of making this application, failure to provide Property Owner's Consent will deem this application to be Not Properly Made and assessment of the application will not commence.**
- Standard Connection Application may be submitted online using [My Account](#) via the Unitywater Website.

## Part A – Application Details

### Applicant Information:

Name: \_\_\_\_\_

Contact person (if company): \_\_\_\_\_

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

Daytime contact number: \_\_\_\_\_ Email: \_\_\_\_\_

### Subject property information:

Street Address: \_\_\_\_\_

Real Property Description: Lot: \_\_\_\_\_ Plan: \_\_\_\_\_

## Part B – Existing Council Approval or Unitywater Approval Relating to this Application

**1. Is there a Council Development Permit (issued prior to 1 July 2014 only) containing a Unitywater condition which specifies payment to be made for the installation of water meter/s? Note that this excludes any Council Development Permit condition that requires a developer to submit a Unitywater issued Certificate of Completion to Council.**

- Yes (attach a copy of Council Development Permit, Survey Plan and Floor Plans showing all bedrooms).
- No (go to the next question).

If yes, the Council Development Permit Number is: \_\_\_\_\_

**2. Is this application for a Dual Occupancy (Duplex)? - Note: This is when each dwelling area is to be individually titled.**

- Yes.  No (go to the next question).

If Yes, a separate water supply service (principle water meter) must be installed for each dual occupancy unit.

Please see [Connect a Second Dwelling](#) on Unitywater's website for more information.

Please select one of the following:

- Existing Council Development Permit approving the Dual Occupancy and contains Unitywater conditions.  
- Provide receipt number for payment of Unitywater infrastructure charges. \_\_\_\_\_
- Dual Occupancy is self-assessable use (this will require the payment of Unitywater infrastructure charges prior to water meter installation occurring. Unitywater will issue an infrastructure charges notice as part of approving this application).
- No existing Council Development Permit containing Unitywater conditions exists approving the Dual Occupancy (this will require the payment of Unitywater infrastructure charges prior to water meter installation occurring. Unitywater will issue an infrastructure charges notice as part of approving this application).

**MANDATORY:**

Floor Plans showing total number of bedrooms per unit required for Dual Occupancy applications must be provided with this application. Preferred water meter location/s must also be provided with this Application.

**Where UW infrastructure charges may not apply:**

Relative's accommodation (under the Superseded Redcliffe City Planning Scheme), Dependent person's accommodation (under the Superseded Caboolture Shire plan), or Associated unit (under the Superseded Pine Rivers Plan), Secondary Dwellings (under Moreton Bay Regional Council planning scheme 2016 and Sunshine Coast Planning Scheme 2014), Multiple Housing type 1 – Relative or employee (Noosa Plan).

**3. Is there a Unitywater Decision Notice for a water approval containing a condition which specifies payment to be made for the installation of water meter/s?**

Yes.  No (go to the next Section).

**If Yes;** The applicant must note that following approval for a new water property connection, the applicant will be required to submit a Water Supply and Sewerage Services Private Works Application to Private Works for Unitywater installation/alteration of the water connection, available at [Water Supply and Sewerage Services Private Works Application](#). This will also require the payment of Unitywater infrastructure charges prior to water meter installation occurring. Unitywater will issue an infrastructure charge notice as part of approving this application.

**Part C - Connection**

**Service Type requiring installation by Unitywater:** (tick appropriate box)

- Water Supply: - (complete Part D and/or E).  
 Sewerage: - (complete Part F – Only select where a new sewerage property connection is required for installation).

**Approval type:** (tick appropriate box)

- Connection:  Disconnection:  Alterations to a Water Connection only: (complete Part E)  
**For alterations to sewerage property connections please read Part F.**

**Part D – New Water Service**

**Note:** For water service connections greater than the standard 20-25mm, i.e. 32mm, connections must be applied for by using the [Connection Application Form \(Not for Standard Connection\)](#).

Service (As per Unitywater 2023 - 24 Fees and Charges)	Qty	Cost	Select
Water Supply - Standard New Metered Service Connection - <25mm where the water main access is to be in the footpath or nature strip on the property side of the road <b>Note:</b> <ul style="list-style-type: none"><li>A street plan adequately locating subject site must be attached with preferred location meter location noting 'water meter installations will be situated approximately 300mm from the left or right-side property boundary'.</li><li>Tick if you have any Specific Request for this Application <input type="checkbox"/></li></ul> <b>Details:</b> _____ <ul style="list-style-type: none"><li>Where a usable and code compliant water service line has been pre-installed by developers, the water meters will be installed where the service line was installed &amp; this may qualify for a partial refund.</li></ul>		2,650.00	<input type="checkbox"/>
Water Supply - Standard New Metered Service Connection - <25mm where the water main access is to be in the footpath or nature strip on the opposite side of the road <b>Note:</b> <ul style="list-style-type: none"><li>A street plan adequately locating subject site must be attached with preferred location meter location noting 'water meter installations will be situated approximately 300mm from the left or right-side property boundary'.</li><li>Tick if you have any Specific Request for this Application <input type="checkbox"/></li></ul> <b>Details:</b> _____ <ul style="list-style-type: none"><li>Where a usable and code compliant water service line has been pre-installed by developers, the water meters will be installed where the service line was installed &amp; this may qualify for a partial refund.</li></ul>		6,500.00	<input type="checkbox"/>

Water Service Disconnection – Up to 25mm – (Provide existing meter number: _____)		\$470.00 ea.	<input type="checkbox"/>
<b>Connection Application</b> (As per Unitywater 2023- 24 Fees and Charges)	<b>Qty</b>	<b>Application Fee</b>	<b>Select</b>
<b>Dual Occupancy</b> 20mm water meter connection: <input type="checkbox"/> (Quantity of New Meters Required) 25mm water meter connection: <input type="checkbox"/> (Quantity of New Meters Required)		\$730.00 *	<input type="checkbox"/>
* If approval is granted, you will be provided with a Decision Notice, Infrastructure Charges Notice & Approved drawings. Unitywater's Private Works team will forward you a quotation for the required connection works in due course. Dual occupancy properties do not require a second sewer property connection to be installed.			

Part E – Alteration to Existing Water Service				
<b>Note:</b> For alterations to water service connections greater than the standard 20-25mm, i.e. 32mm, alterations must be applied for by using the <a href="#">Connection Application Form (Not for Standard Connection)</a> .				
Service	(As per Unitywater 2023- 24 Fees and Charges)	Qty	Cost	Select
<b>* A dimensioned Locality Plan clearly showing the preferred location of the new meter location must be attached.</b>				
Water Meter Relocation Fee up to 5m (water meter and box) (This is to relocate or raise a water meter and meter box less than 5m from its original location) - Marker Peg to be installed at NEW location. (Provide existing meter number: _____) (locality plan provided): <input type="checkbox"/> For Relocations >5m please complete: <a href="#">F10001 - Water Supply and Sewerage Services Private Works Application (PDF)</a>			\$1,074.00 ea.	<input type="checkbox"/>
Upgrading a 20mm Water meter to a 25mm Water Meter Please complete: <a href="#">F10001 - Water Supply and Sewerage Services Private Works Application (PDF)</a>				
Raise or Lower existing 20mm or 25mm Water Meter/Box (Including relocating an above ground meter to a below ground meter)			\$790.00 ea.	<input type="checkbox"/>
Domestic Water Meter Replacement, Calibration and strip Meters. (refundable if meter faulty) <b>Important information for applicants applying for water meter calibration check:</b> The fee for a water meter calibration check is only refunded if the meter is proved faulty.			\$417.00 ea.	<input type="checkbox"/>
Restoration of concrete surfaces and landscaping is not included in standard fixed fees listed above.				

Part F – Sewerage Service	
<p><b>Where the standard connection criteria cannot be met (refer to <a href="#">Unitywater's Connections Policy</a>) for a sewerage property connection</b>, the applicant shall lodge an application with Unitywater using the 'Other and Staged Connection Application (Not for Standard Connection)' form, available at <a href="#">Development Applications Forms</a> on Unitywater's website. An application fee will apply for this type of application.</p> <p><b>Where the standard connection criteria are met</b>, and where an alteration to an existing sewer property connection is sought, the applicant does not need to proceed with this application and need only submit a Water Supply and Sewerage Services Private Works Application to Private Works.</p> <p><b>For a new sewerage property connection</b>, the applicant <b>must</b> submit a locality plan clearly showing the dimensioned location, invert level and surface level of the proposed sewerage property connection and confirm that this controls the subject property in accordance with the SEQ Code and AS/NZS 3500.</p> <p><b>MANDATORY CHECK BOX</b></p> <p><input type="checkbox"/> I confirm the standard connection criteria are met and the dimensioned locality plan with requirements above is attached with this application.</p> <p>The applicant must note that following approval for a new sewerage property connection, the applicant will be required to submit a Water Supply and Sewerage Services Private Works Application to Private Works for Unitywater installation/alteration of the sewer connection, available at <a href="#">Water Supply and Sewerage Services Private Works Application</a>.</p> <p>A copy of the Unitywater approval and approved service locality plan must be submitted with the Private Works application.</p> <p>Following payment of the quotation, Unitywater will take approximately <b>20 working days</b> to install/alter a sewer connection point.</p>	

**Part G – Property Owner’s Consent: (Refer to notes at the end of this form for more information)**

Complete either Table (A) or Table (B) as applicable.

**Table A**

Name/s and contact numbers of Property Owner/s:	(Contact number):
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Name/s and contact numbers of Property Owner/s:	(Contact number):
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I/We, the above-mentioned Property Owner/s, consent to the making of this application.

**Note: To avoid delay in assessment of this application, Property Owners Consent must be completed at the time of submission.**

Signature of Property Owner/s:	Date:
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Signature of Property Owner/s:	Date:
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**Table B**

Name/s and contact numbers of Property Owner/s:	(Contact number):
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Name/s and contact numbers of Property Owner/s:	(Contact number):
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<input type="checkbox"/> The Property Owner’s written consent is attached:	Date:
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**Customer acknowledgement:**

I/we hereby acknowledge that:

1. I/we are the Property Owner/s of the property requesting the service (Attach Property Owner’s Consent if applicant is not the Property Owner).
2. The service/s requested is for a domestic use only.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**Terms and Conditions of approval:**

**Note:** Connection to an unmetered Unitywater water service is a breach of the *Water Supply (Safety and Reliability) Act 2008*. Unitywater is entitled to recover the cost of disconnection/reconnection and any loss suffered from providing unmetered water.

1. Water may or may not be available to the property. The applicant should contact Unitywater Contact Centre prior to making application. An administration charge of **\$82.00** (incl. GST) may be levied if a refund is required to be made.
2. To cancel this application, Unitywater must be advised in writing. If the water has not been connected, a refund will be made to the applicant less **\$82.00** (incl. GST) administration charge. If the connection has already been made, a refund will not be made to the applicant. It may take approximately **fifteen (15)** working days after receipt of application for the service to be installed. There may be a delay in new sub-divisional areas, where the water supply may be not available. Following the original installation, any additional water service and water meter relocation will be at the owner’s expense.
3. The property owner (or an authorised Agent) grants permission to Unitywater to enter the property (if required) to undertake the requested works.
4. Standard water service and water meter installations will be situated approximately 300mm from the left or right-side property boundary. Where water service lines have been pre-installed by developers, the water meters will be installed where the service line was installed. Requests for relocation will incur an additional charge.
5. If Unitywater discovers physical conditions on the site or its surroundings, excluding weather conditions, which differ materially from those which could reasonably have been known or anticipated by Unitywater as at the date of the Quote, if it had:
  - (i) examined all information made available in writing by the Applicant to Unitywater for the purpose of providing a Quote for the Works; and
  - (ii) examined all information relevant to the risks, contingencies and other circumstances having an effect on the offer and obtainable by the making of reasonable enquiries; and

(iii) inspected the site and its surroundings (collectively referred to as the 'Latent Conditions'), then Unitywater shall immediately notify the Applicant (in writing where practical) of the Latent Conditions and any additional work required to undertake the connection works requested herein, due to the existence of the Latent Conditions ('Additional Works').

- 5.1 Upon providing such notification to the Applicant, Unitywater shall be authorised to undertake the Additional Works without requiring the Applicant's express consent.
- 5.2 Unitywater shall be entitled to be reimbursed by the Applicant for all of its reasonable costs incurred as a result of undertaking the Additional works. Unitywater shall also be entitled to an extension of time to any agreed completion date for the Works due to any delays in completing the Works due to the Latent Conditions.
- 5.3 The Applicant shall be liable for payment of any revised Quote or Invoice issued by Unitywater for reimbursement of costs incurred by Unitywater as a result of undertaking the Additional Works and shall be due and payable by the Applicant to Unitywater.

Water users are reminded of the following provisions of Unitywater's policy with respect to water meters:

- a. Applicants should ensure that the property pegs are clearly visible.
- b. The water meter and immediate surrounding area are to be maintained free of high grass, weeds and rubbish so that it is accessible at all times.
- c. The cost of repairing or replacing a damaged meter is recoverable by Unitywater.

#### How to pay (*Cash not accepted*)

**EFT:**  
Please be advised that you will receive an email from [Treasury@unitywater.com](mailto:Treasury@unitywater.com) with EFT payment details, in due course.

**Cheque:**  
Please make cheque/money orders payable to Unitywater and mail to: **PO Box 953, Caboolture Qld 4510.**

**Credit Card:**  
Please complete your details below to make a credit card payment by Visa or MasterCard.  
To ensure the security of your credit card, please do not provide your credit card number or any other card details on this form.\*  
Instead, a member of our Unitywater team will call you as soon as possible after receiving this Form to ask for your credit card number and process your payment over the phone.  
Please provide your preferred daytime phone number below so we can call you and send this completed form to:

- email: [customer.service@unitywater.com](mailto:customer.service@unitywater.com)
- or post: **PO Box 953, Caboolture QLD 4510**

**Contact details for the person who will be providing the Credit Card details:**

Contact Person's Name: \_\_\_\_\_

Contact Person's Phone Number: \_\_\_\_\_

Amount Payable \$ \_\_\_\_\_

Name for Receipt: \_\_\_\_\_

Address for Receipt: \_\_\_\_\_

*\* This also helps ensure compliance with the Payment Card Industry Data Security Standard.*

Please note a surcharge to cover the costs associated with credit card transactions could apply. For further information please go to [www.unitywater.com/credit-card-transactions](http://www.unitywater.com/credit-card-transactions)

**Privacy statement:** Any personal information provided in this document will be collected, used and disclosed in accordance with Unitywater's Information Privacy Policy available on the [Unitywater website](http://www.unitywater.com).