

Water Account Adjustment (Concealed Leak) Application



**Liverpool
Plains**
Shire Council

This form is to be completed by an owner/ authorised person only.

Please return completed form to Council. Applications will only be received where:

- *Leak was repaired by a licensed plumber within 21 days of notification by Council;*
- *Property was occupied during the period of water leak;*
- *A water restriction device is not attached to water meter and payment of account is current;*
- *Leak was not caused by wilful, accidental or negligent damage; and*
- *This application is received by Council within 14 days of leak being repaired Date: ____/____/____*

Ratepayer Name:	
Assessment Number:	
Property Address:	
Contact Number:	
Email Address:	

I _____, owner of the above address, would like to apply for relief under the Water Account Adjustment (Concealed Leak) Policy 2022. For the purposes of this application I state the following information which I believe to be correct: (Please circle when applicable)

Was the property occupied during the period of the concealed leak? Yes / No

Was the concealed leak repaired by a licenced plumber? Yes / No

If so, please specify the plumber _____

Where was the water leak located? _____

What date was the water leak repaired? ____/____/____

Are you also seeking relief from Sewer Discharge Charge (Business) Yes / No

Is the invoice from plumber attached specifying why the leak was not readily detectable? Yes / No

If no, please specify why documentation is not attached? _____

What was the water meter reading after the leak was repaired? _____

Please provide any further information to support this application below. Please provide a photo of the meter after the leak to confirm the usage used.

I confirm that the information provided to Liverpool Plains Shire Council is true and correct and will be used to ascertain my eligibility for a water account adjustment.

Print Name: _____ Signature: _____

For Office Use Only: (Please Circle when applicable)

Date: ____/____/____

Is this the first application for relief from a water leak (each 5 years)? Yes/ No

Is the date of application within 21 days of water bill notification? Yes/ No

Is plumber's documentation attached? Yes/ No

Was leak a concealed water leak (as per Policy 2022) and is now repaired? Yes/ No

Date the water meter was read after leak repaired ____/____/____

Average water usage for prior two years for same period (kilolitres) _____(A)

Water meter reading – after leak repaired _____(B)

Water meter reading – previous meter read _____(C)

Total consumption – during leak period _____(D=B-C)

Is total usage greater than double the usage at (A) above? Yes / No

Credit consumption – at 50% _____(E=Dx50%)

Relevant kilolitre per dollar – (please circle) first / second step _____(F)

Dollar amount of credit to apply for water usage _____(G=ExF)

Is applicant seeking relief from Sewer Discharge Charge? Yes / No

What is the Sewer Discharge Factor? _____(H)

Sewer Discharge consumption? _____(I=D-A)

Credit to apply for Sewer Discharge Charge (if any) - at 100% _____(J=HxI)

Total Credit to apply? _____(K=G+J)

Is customer approved for Water Account Adjustment? Yes / No

Record Number: _____

Rates & Revenue Officer Signature: _____ Date: ____/____/____

Approved By Signature: _____ Date: ____/____/____