



Application & Contract for Water Supply & Sewerage Services

Section 1: Property Owner's Information

Title of Owner: Mr. Mrs. Miss

First Name:

Last Name:

MI

Service Address:

Taxpayer Registration Number (TRN):

Contact Numbers:

(Mobile)

(Home)

Is the Property Registered? Yes No

Volume No.:

Folio No.:

E-mail Address:

Other Evidence of Ownership: _____

Section 2: Applicant's Information (If not Owner of the Property)

Title of Applicant Mr. Mrs. Miss

First Name:

Last Name:

MI

Service Address:

Taxpayer Registration Number (TRN):

Contact Numbers:

(Mobile)

(Home)

Relationship to Owner:

Lessee Tenant Attorney Agent

Other(state): _____

E-mail Address:

Proof of Authorisation: Title Lease Agreement Letter from Owner

Section 3: Billing/ Mailing Information

Send Bills To: Mr. Mrs. Miss

First Name:

Last Name:

MI

Mailing Address:

Text Bills To:

(Mobile)

E-mail Bills To:

Section 4: Purpose of Application

New Supply Contract (Water & Sewerage)

Section 5: Description of Property

Activity on Site	Types of Fixtures (State existing/ required quantities)											
	Bed Room	Bath Room	Shower Head	Bath Tub	Toilet Tank	Urinal	Lavatory. Sink	Kitchen Sink	Dish-washer	Washing Sink	Washing Machine	Seating Capacity
Residence (Dwelling) Only												
Short Term Rental												
Club House Facility												
Parks												
Commercial												
Other (School, Church, etc.)												

Note: A Site Inspection will be required to assess the feasibility of providing the service and to determine/ verify the information stated regarding the property. Please state the name and contact information for the person with whom the relevant arrangements for the Site Inspection can be made.

Title: Mr. Mrs. Miss Position: _____

First Name: Last Name:

Contact Number(s): - -

Section 6: For Internal Use Only

Assigned Customer No.: <input type="text"/>		Assigned Premises No.: <input type="text"/>		Meter No.: <input type="text"/>	
Service Class	Code	Meter Size - Imperial		Meter Size - Metric	
<input type="checkbox"/> Residential	RS	5/8 " = 1 <input type="checkbox"/>	3/4 " = 2 <input type="checkbox"/>	15 mm = 20 <input type="checkbox"/>	20mm = 21 <input type="checkbox"/>
<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	EM	Sewer connection size = <input type="checkbox"/>		100mm <input type="checkbox"/>	150mm <input type="checkbox"/> 200mm <input type="checkbox"/>

Property Classification: _____ Code: _____

Deposit Requirement: (\$) Charges Applied: _____ Credit: _____

Installation Deposit _____ Receipt No.: _____

Total Deposit _____ Application Process Date: _____

Processed By (Emp. Name): _____ Signature: _____

CONDITIONS OF SUPPLY

1. Customers must pay the cost for pipes, fittings, labour and all other costs associated with the installation and connection of a supply to their premises.
2. Customers must make a deposit on account at the time of service request or if an existing customer account is disconnected. This deposit is to cover any water charges that are unpaid on account.
NB: This is different from the installation cost and/or reconnection cost.
3. Pipes which are laid outside the boundaries of the customer's premises belong to and are the responsibility of Richmond Development Limited. Where meters are placed outside the premises, piping from the meter to the premises is the responsibility of the customer.
4. Metering of a customer's supply line is at the discretion of the **RESL**. Where no meter has ever been on the premises, the consumption charged will be stipulated by the **RESL**. and will be subject to review from time to time.
5. When a meter reading is not available, the **RESL**. will use estimates based on an average of the last three (3) consistent readings within a specific period.
6. A meter can be temporarily installed on premises to adjust or determine a fixed consumption for a supply which is not permanently metered.
7. The **RESL**. reserves the right to bill a customer retroactively in the case where:
 - {a} there is an unmetered supply and the **RESL**. determines that the customer has been undercharged based on misrepresentation of the number of household occupants;
 - or
 - {b} the customer has trespassed or illegally connected to the **RESL** network to reflect a lower consumption;
 - or
 - {c} there is any other evidence that consumption is greater than the previous charges.
 - or
 - {d} where a customer has been using the central sewerage system operated by the **RESL** and was not charged for the use of such service
8. Bills must be paid monthly, on or before the due date specified on the bill. In the event the customer does not receive a bill, the customer is obligated to ascertain the monthly charges from the **RESL**.
9. Where an account is in arrears, the **RESL**. reserves the right to disconnect without notice at any time before payment of the full amount required is made; where disconnection made on the same day that the required payment is made, the disconnection shall be lawful and the reconnection fee shall be due and payable. The **RESL**. will charge the customer a fee for reconnecting the supply and such fee shall be specified by the **RESL**. from time to time. The supply will not be reconnected until the arrears and reconnection fees have been paid.
10. The **RESL**. reserves the right to temporarily disconnect or reduce a supply without notice, and to effect repairs to any part of its water supply system. No liability shall be attached to the **RESL**. by reason of such reduction or temporary discontinuance of the supply, nor shall the liability of the customer to pay all proper rates, charges or fees be affected. **RESL** reserves the right to vary conditions/availability of supply at any time and no liability shall be attached to the **RESL** as a result. During periods of drought, the customer will be notified at least 24 hours before.
11. A Commercial rate will be charged for water consumed on a premises where trade or business is conducted.
NB. Where the service applied for, is for construction purposes the applicable rate for water consumed is the commercial rate. It is incumbent on the customer to inform the RESL when such construction is completed so that a review can be done of the rate where applicable.
12. Supply of water to others, whether sold or free of charge, is illegal and can result in disconnection and prosecution.
13. Violating water restrictions can result in a fine.
14. Customers can be disconnected for allowing water to run to waste.
15. Customers are liable for meters damaged on their property and will be charged for any replacement costs.
16. Customers should not erect any structure (whether temporary or permanent) on or above the meter nor around the meter for a minimum of one (1) meter radius, or otherwise cause the meter to become obscure or unreadable.
17. One (1) month's written notice is required to cancel this contract. This contract can be terminated by either party, that is, the customer or the **RESL**. All outstanding amounts to the date of termination of the contract must be settled.
18. Customer applying for Sewer connection and who have existing disposal system are responsible for retrofitting and retiring such system after property is connected to the central sewers.

I, the undersigned, hereby apply to the Commission for the supply of water/sewerage to the above mentioned property and for the aforesaid purpose in accordance with the conditions of the supply and scale of charges in force from time to time under the provisions of the National Water Commission Act and Regulations, the Policies and Procedures of the Commission and all other relevant Laws and Regulations and which shall be deemed to be incorporated herein and form part of the conditions of contract of supply. The above conditions have also been read and are understood by me.

SIGNATURE OF APPLICANT: _____ **DATE:** _____

Water Meter –Metric Table

METRIC –WATER			SERVICE CHARGE	
Customer TYPE	USAGE- LITRES	RATES (\$) PER 1,000 LITRES	SIZE OF METER	INSTALLATION (\$)
Residential	For 0-14000 Liters	50.00	½ inch	6000
	For all other consumptions	87.15		

METRIC - SEWERAGE		
CUSTOMER TYPE	USAGE-LITRES	RATES(\$) PER ,1,000 Litres
Residential	For 0-14000 Liters	25.00
	For all other consumption	43.58

All bills may be paid at the model unit, Kingston Office or the Admin office at:
 Shop G5, Praise Concourse Plaza
 18 Queens Drive
 Montego Bay
 979-3495/979-1454