

APPLICATION TO CONNECT TO COUNCIL'S STORMWATER PIPELINES OR GULLY PITS

About this form: You may use this form for approval for a private stormwater drain to connect to a Council gully pit, manhole or underground pipe. **Note:** Gravity discharge of stormwater drainage via downpipes to the kerb does not require approval for stormwater drainage connection; however a Road Opening Permit is required.

APPLICANT DETAILS

Title:	Given Name(s)	Surname / Last Name
Mr/Mrs/Ms/ Other:	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Company name: <input style="width: 100%;" type="text"/>		
Contact Address:	Unit /	House Number
	<input style="width: 50%;" type="text"/>	<input style="width: 50%;" type="text"/> - <input style="width: 50%;" type="text"/>
Street or PO Box:	<input style="width: 100%;" type="text"/>	
Suburb:	State:	Postcode:
	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
*Daytime Phone:	*Fax:	*Mobile:
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
*Email: <input style="width: 100%;" type="text"/>		

** Voluntary information only (Assists with timely processing of your application). See Privacy and Personal Information Act statement.*

PAYMENT DETAILS

Method of Payment (please tick): ☐ Cash ☐ Cheque ☐ Credit Card

Complete section below if credit cardholder is not the applicant. The cardholder authorises payment for the amount specified. In the event of a refund the cardholder will be the recipient of the fund.

Cardholder's Printed Name _____ Date _____

Cardholder's Signature _____

DETAILS OF WORKS

Description of Works: _____

Proposed Dates of Work: _____

Location of Works: _____

Contractor: _____

if Company, name of Director: _____

Postal address: _____

_____ Postcode: _____

Daytime Phone: _____ Fax: _____ Mobile: _____

Email: _____

CONDITIONS

I wish to apply to connect to Council's stormwater drainage pipeline / gully pit. I agree to the following conditions:

1. Make application for a Road Opening Permit and pay the prescribed fees for all openings in public roads, footpaths, lanes, pathways, public reserves, and public places.
- 2(a) Lay the pipeline at a level so as to permit connection to the top of Council's stormwater drainage pipeline; or
- 2(b) Lay the pipeline 450mm below the top of a gully pit.
3. Excavate and expose Council's stormwater drainage pipeline / gully pit at the point of the desired connection prior to the initial inspection.
4. Supply pipe fittings to be used in the connection of the pipe to Council's stormwater drainage pipeline / gully pit.
5. Pay the connection fee of \$250 (GST exempt). Payments may be made by cash, cheque or credit card (MasterCard, American Express and Visa accepted).
6. **Work must not be commenced until Council's written approval is received.**
7. **Give Council 48 hours' notice that all is ready for Council staff to inspect the actual connection prior to sealing the connection.**

Signature: _____ Date: _____

LODGEMENT INFORMATION

Method of Lodgement

It is recommended that applications be submitted in person at Civic Centre, Mosman Square, Spit Junction to avoid the time lost in the event of incomplete applications and the need to return them by post.

For privacy and security reasons payment is prohibited by credit card via email transmission.

Applications that are lodged by post should be addressed to The General Manager, PO Box 211, SPIT JUNCTION NSW 2088

If you require further information on completing this form, Council may be contacted on 9978 4000 between 8.30am and 5.00pm Mondays to Fridays.

PRIVACY AND PERSONAL INFORMATION ACT

Your personal information is being collected to process this application. The supply of personal contact information by you [marked with an asterisk (*)] is voluntary. If you cannot provide or do not wish to provide this information, the Council may not be able to process your application. Council is to be regarded as the agency that holds the information. You may make application for access or amendment to information held by Council. This application form and the information contained in it is accessible to the public upon enquiry, noting that information contained within a credit card authority form, where applicable, is not held by Council after the transaction is processed and the authority form is destroyed.

DECLARATION

The details provided by me are correct and I have read and understand all information provided in this application.

Applicant's Signature _____ Date _____

OFFICE USE ONLY

Receipt No.: _____ Date: _____ Amount: \$ _____ Initials: _____

Credit Card Authority Form

**This form is to be submitted in conjunction with
the application form**

Refer to application form for Method of Lodgement

**This credit card authority form is destroyed after the transaction is
processed and no information contained therein is retained by
Council**

Credit Card Details - Council Payment Fax No. (02) 9978 4299

This form cannot be emailed to Council

Please charge my	American Express <input type="checkbox"/>	Master Card <input type="checkbox"/>	Visa <input type="checkbox"/>
Card number	<input type="text"/>	<input type="text"/>	<input type="text"/>
Card holder's name	<input type="text"/>	Expiry Date	<input type="text"/>
Amount	<input type="text"/>	Phone	<input type="text"/>
Signature	<input type="text"/>		

Please note that American Express, Master Card and VISA incur a 1% service fee.

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