

Meter Details Form

All meter installations and/or disconnections must be performed by a licensed plumber.

Site details				
Development name and stage, and full address			Lot and plan number	
MCU or ROL number			OPW/PCS number	
Type of premises	New	Existing	Dwelling	Single
				Duplex
				Multi
Licensed Plumber for the development				
Name (in full)			Phone	
QBCC licence number and class			Email	
Licence conditions (where applicable)			Expiry date	

Declaration: "I declare that the licence information above is true and correct. I also declare that at the date of this declaration I am not aware of anything which gives me reason to know or suspect that I/company does not satisfy the Financial Requirements for Licensing. I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the *Oaths Act 1867*."

Licensed Plumber signature _____ Date ____/____/____

Collection Notice

Council of the City of Gold Coast (Council) is collecting your personal information in order to provide the services requested, perform associated Council functions and services, and to update and maintain Council's customer information records. Your information is handled in accordance with the Information Privacy Act (Qld) 2009 and may only be accessed by Councillors, Council employees and authorised contractors. Unless authorised or required by law, we will not provide your personal information to any other person or agency. For further information go to <http://www.goldcoast.qld.gov.au/privacy-81.html>. Council may also use your personal information in order to contact you to provide you with information regarding Council functions and services. If you do not wish to receive such information, please opt out using the unsubscribe link in the communication material sent to you.

Sub-Meter Checklist

<p>1) Plans/Compliance Permit</p> <p>Under section 14A of the <i>Standard Plumbing and Drainage Regulation 2003</i> (SPDR), If regulated work is to be performed on a building other than a building mentioned in subsection (2)(d), there must be a floor plan of the building showing the approximate location on the premises of each meter, and details of the specifications of each meter, for measuring the supply of water to any part of the premises</p> <p>Meterable premises are defined in the Queensland Plumbing and Wastewater Code.</p>	<p>Water supply to all meterable premises identified? (e.g. lots in a community title scheme and common property) Yes / No</p> <p>Sole occupancy units in a class 2, 4, 5, 6, 7 or 8 building identified? Yes / No</p> <p>Sole occupancy units in a class 5 building identified or 1 sub-meter per floor? Yes / No</p> <p>Proof of consultation with the water service provider? (e.g. letter or certificate). Yes / No</p> <p>Description of the approved sub-meter, specifications and equipment included with it? (e.g. automatic reading equipment) Yes / No</p> <p>Location of sub-meters identified on plans? Yes / No</p> <p>Are the sub-meters private? Yes / No</p> <p>Sub-meters located in the common area, common property or less than 3 meters from a public area? Yes / No</p> <p>Number of sub meters to be installed: _____</p> <p>Number of physical lots: _____</p> <p><input type="checkbox"/> Town houses <input type="checkbox"/> Multi story office block</p> <p><input type="checkbox"/> Multi story unit <input type="checkbox"/> Shopping complex</p> <p><input type="checkbox"/> Other (specify)</p> <p>_____</p>
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<p>2) Inspection/compliance assessment</p> <p>These key points are provided as a guide to inspecting / cross checking requirements for installation of master-metres and sub-meters. Additional requirements may apply in certain circumstances. Complying valve is defined in the Queensland Plumbing and Wastewater Code.</p>	<p>Are all Water-meters installed in accordance with the approved plan? Yes / No</p> <p>As-constructed plans submitted noting location of meters? Yes / No</p> <p>Have the approved sub water-meters been installed? Yes / No</p> <p>Are the water-meters installed correctly? Yes / No</p> <p>Are Sub-meters located in the common area, common property area or public area? Yes / No</p> <p>Are the meters easy to access for reading and maintenance? Yes / No</p> <p>Has a sub-meter complying valve been provided? Yes / No</p> <p>Water meter numbers assigned to correct unit number? Yes / No</p> <p>Has the responsible person for installation of the sub-meter completed a Form 7? Yes / No</p>	
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3) Completion

This checklist has been provided for use by local councils, plumbers, builders and developers. Certification that all the information supplied is true and correct.

Person completing the checklist

Name *(in full)*

Company name if applicable

Contact person

Phone number *(business)*

Mobile number

Email address

Postal address

Postcode

I certify that all the information supplied is true and correct.

Name *(in full)*

Signature

Date

Notes – use of columns:

Install date: Date meter was installed/disconnected

Meter Reading on Installation/disconnection Date (kL): Meter reading observed on date installed/disconnected

Lot number and street name: Lot which the meter services

Meter number: The serial number of the water meter

Meter size (mm): The size of the meter

Meter make: The make of the meter

Supply type: Potable or Recycled meter or Fire

Location: Physical location of meter

Location:

LHB – Left Hand Boundary

RHB – Right Hand Boundary

Supply type:

POT – Potable

REC – Recycled

F – Fire Service

Meter make:

ELS – Elster

RMC – Reliance

ARAD OCT – ARAD Octave

ARAD WST - ARAD Woltman Silver Turbo

SIE – Siemens

PLUMBER TO COMPLETE

OFFICE USE ONLY

Meter Installed details

City of Gold Coast

Install Date	Address	Meter Number	Meter size (mm)	Meter Make	Meter Reading on Installation Date (kL)	Supply type (pot/rec/fire)	Location	Water & Waste		Meter Reading	
								Meter Reading (kL)	Read Date	Route	Sequence

Meter Disconnected details

Disconnection Date	Address	Meter Number	Meter size (mm)	Meter Make	Meter Reading on Disconnection Date (kL)	Supply type (pot/rec/fire)	Location				

Completed by:

(private plumber)

Name

Signature

Date

Inspected by

(AA&H Officer)

Name

Signature

Date

<p>Notes – use of columns:</p> <p>Install date: Date meter was installed</p> <p>Meter Reading on Installation Date (kL): Meter reading observed on date installed</p> <p>Unit number: Unit which the meter services</p> <p>Meter number: The serial number of the water meter</p> <p>Meter size (mm): The size of the meter</p> <p>Meter make: The make of the meter</p> <p>Supply type: Potable or Recycled meter or Fire</p> <p>Location: Physical location of meter (see key opposite for abbreviations)</p>	<p>Key abbreviations:</p> <p><u>HSE - House</u></p> <p><u>UN - Unit</u></p> <p><u>THS - Townhouse</u></p> <p><u>FACT - Factory</u></p> <p><u>GYM - Gymnasium</u></p> <p><u>POOL - Pool Pump</u></p> <p><u>REST - Restaurant</u></p> <p><u>AMEN - Amenities</u></p> <p><u>OFF - Office</u></p>	<p>Key abbreviations continued:</p> <p><u>HWS - Hot Water System</u></p> <p><u>CT - Cooling Tower</u></p> <p><u>COM - Common</u></p> <p><u>BIN - Binwash</u></p> <p><u>OTH - Other</u></p> <p>Location:</p> <p><u>LVL - Floor Level</u></p> <p><u>EID - Enclosure ID</u></p>	<p>Meter Make:</p> <p><u>ELS – Elster</u></p> <p><u>RMC – Reliance</u></p> <p><u>ARAD OCT – ARAD Octave</u></p> <p><u>ARAD WST - ARAD Woltman Silver Turbo</u></p> <p><u>SIE – Siemens</u></p> <p>Supply Type:</p> <p><u>POT - Potable</u></p> <p><u>REC - Recycled</u></p> <p><u>Fire - Fire</u></p>
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PLUMBER TO COMPLETE								OFFICE USE ONLY							
Sub-meter details								City of Gold Coast							
Install Date	Unit number	Meter Number	Meter size (mm)	Meter Make	Meter Reading on Installation Date (kL)	Supply type	Location (incl. floor level)	Water & Waste					Meter Reading		
								Meter Reading (kL)	Read Date	Checked	Tagged	Passed	Route	Sequence	