

Request for a special meter reading

WaterNSW understands that your client may need a special meter reading for legal or real estate purposes. This service incurs a fee of \$243.90 (GST inclusive) per property. After the meter is read, a water account statement is generated and sent to you. An invoice is sent separately. A special meter read will reflect the megalitres (ML) available. For financial information, please apply for a financial statement. A minimum of ten working days is required to allow us to undertake a special meter reading.

What you need to do

Please complete the form with a black/blue ink pen and use BLOCK letters. You can also type directly in this form. Once completed, please print and sign the form.

Submit your application form

- by post to **WaterNSW, PO Box 398, Parramatta NSW 2124**, or
- email a scanned copy to **Customer.Helpdesk@waternsw.com.au**

Note: Please ensure that your client has a meter. If there is no meter on the property, we will be unable to complete the meter read and you will still be charged the service fee.

Your details

Title (Mr, Mrs, Ms)		Surname	
Given name(s)			
Company/corporation name (if applicable)			
Postal address			
Suburb		State	Postcode
Phone		Mobile phone	
Email			
Settlement required date			
How would you like this information sent to you? <input type="checkbox"/> Email <input type="checkbox"/> Mail			

Your client's details

Title (Mr, Mrs, Ms)		
Approval holder(s) name		
Property name and address		
Suburb	State	Postcode
Phone	Mobile phone	
Email		
Approval number	Water access licence number	

Authorisation

I understand the terms, and authorise and direct WaterNSW to provide a special meter reading in relation to the abovementioned property on behalf of our client.

Name	Signature	Date
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