



Enquiries on

**0345 8770030**

## LEAKAGE ALLOWANCE APPLICATION

Please read the following guidance notes before completing this application:

- Please complete **ALL** relevant sections of this application – incomplete applications will not be accepted.
- Do not return your application until all repair work has been carried out.
- All leaks must be repaired within **4 weeks** of the date you first discovered the leak or were made aware of a potential leak (whichever is earlier). This could be, for example, on receipt of a letter from NI Water advising of high consumption or a bill showing consumption which is higher than normal.
- Your Leakage Allowance Application must be made within **6 weeks** of the date of repair of the leak. In circumstances where the leak has been repaired before the impacted bill has been issued, your application must be made within 6 weeks of the bill date.
- Where requested, you **MUST** provide a plan diagram showing the layout of the supply, including the pipe work, direction of flow, the meter location and everything supplied, e.g. domestic and non-domestic buildings, cattle troughs, outside taps etc.
- Incorrect or inaccurate information could prejudice your eligibility for an allowance.
- Northern Ireland Water reserve the right to carry out a site inspection to confirm the information supplied within your application.

**FOR INFORMATION ON LEAKAGE RESPONSIBILITIES AND COSTS, VISIT:**

**[www.niwater.com/leakage-responsibilities-allowances-and-costs](http://www.niwater.com/leakage-responsibilities-allowances-and-costs)**

**Customer reference:**

*(found on your bill)*

**Customer Name:**

**Property reference:**

*(found on your bill)*

**Contact Telephone Number:**

**On what date did you become aware of the leak?**

D	D	M	M	Y	Y
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**Email Address:**

**How did the leak become apparent?**

**Was the leak on underground pipework? (Please tick) Yes**

**No**

If you ticked **No**, please describe where the leak was located:

**Did the leaked water return to the public sewer? (Please tick) Yes**

**No**

**Exact date of repair:**

D	D	M	M	Y	Y
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**Who repaired the leak? (Name & address)**

Please provide **TWO readings** (*ignoring any red dials*) taken after repairs and at least one week apart:

**Date:**

**Read:**

D	D	M	M	Y	Y	
D	D	M	M	Y	Y	

**Please tick A, B, C or D as applicable:**

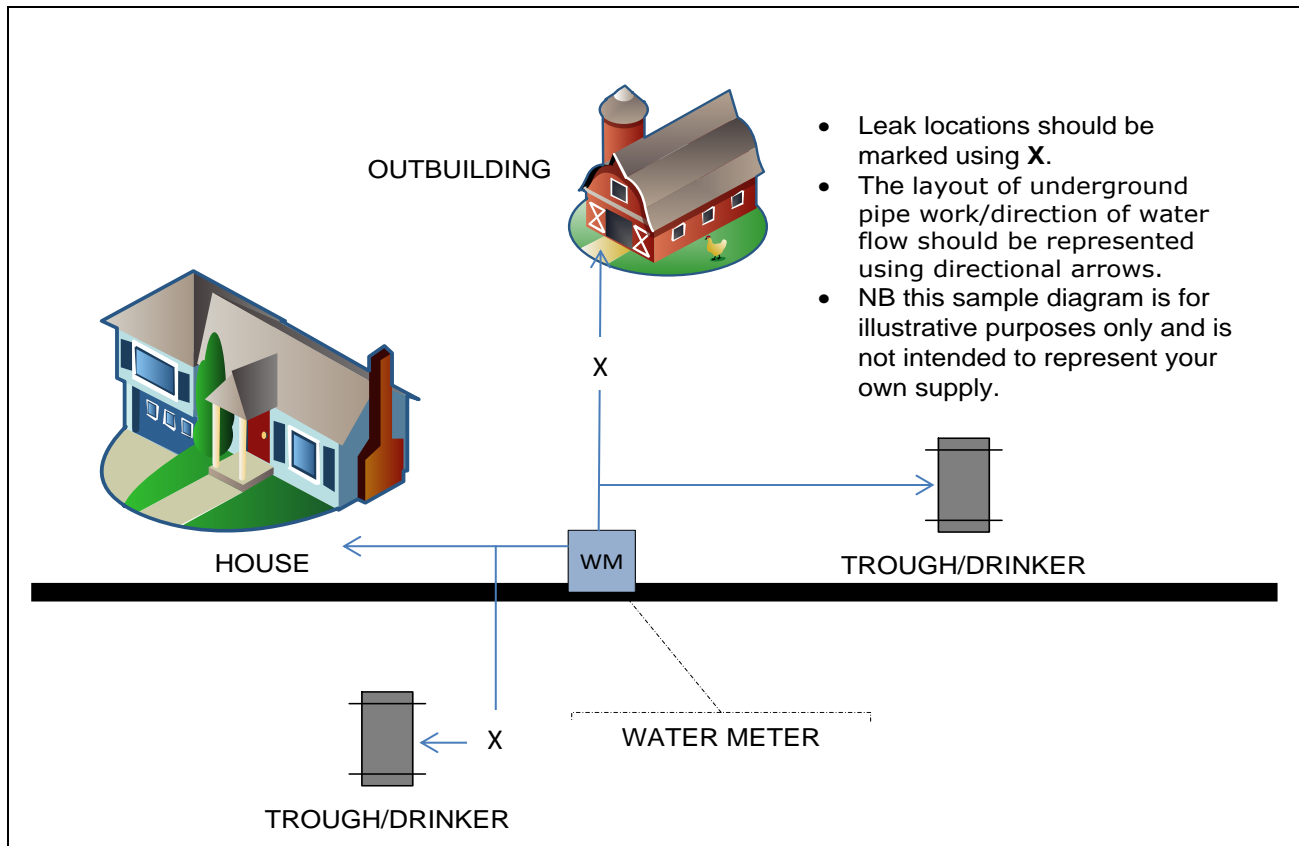
<b>A</b>	My supply is used for both domestic & non-domestic purposes and is not connected to the public sewer	
<b>B</b>	My supply is used for both domestic & non-domestic purposes and is connected to the public sewer	
<b>C</b>	My supply is used for non-domestic purposes only and is not connected to the public sewer	
<b>D</b>	My supply is used for non-domestic purposes only and is connected to the public sewer	

If you have ticked **A** or **B**, please provide the address of the domestic property supplied below:

Please use the area below to provide a diagram showing the location of the pipework at your property, which indicates the flow of water through the site. You should identify the domestic and non-domestic elements of the supply, labelling each building, and detailing the position of the leak(s).

A sample diagram is included overleaf for your reference.

## Sample Diagram



## Additional Information

Please use the area below to provide any additional information regarding the leak, such as reasons for delay in repair, which you believe to be relevant to your application.

## Declaration

I confirm that the information provided in this application is an accurate representation of the circumstances relating to the leak(s) on my supply.

**Signature**

**Date of signature:**

	D	D	M	M	Y	Y
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