



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)*

**Property reference:**

*(found on your bill)*

**Customer Name:**

**Contact Telephone Number:**

**Email address:**

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

D	D	M	M	Y	Y
---	---	---	---	---	---

**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
---	---	---	---	---	---

**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:**

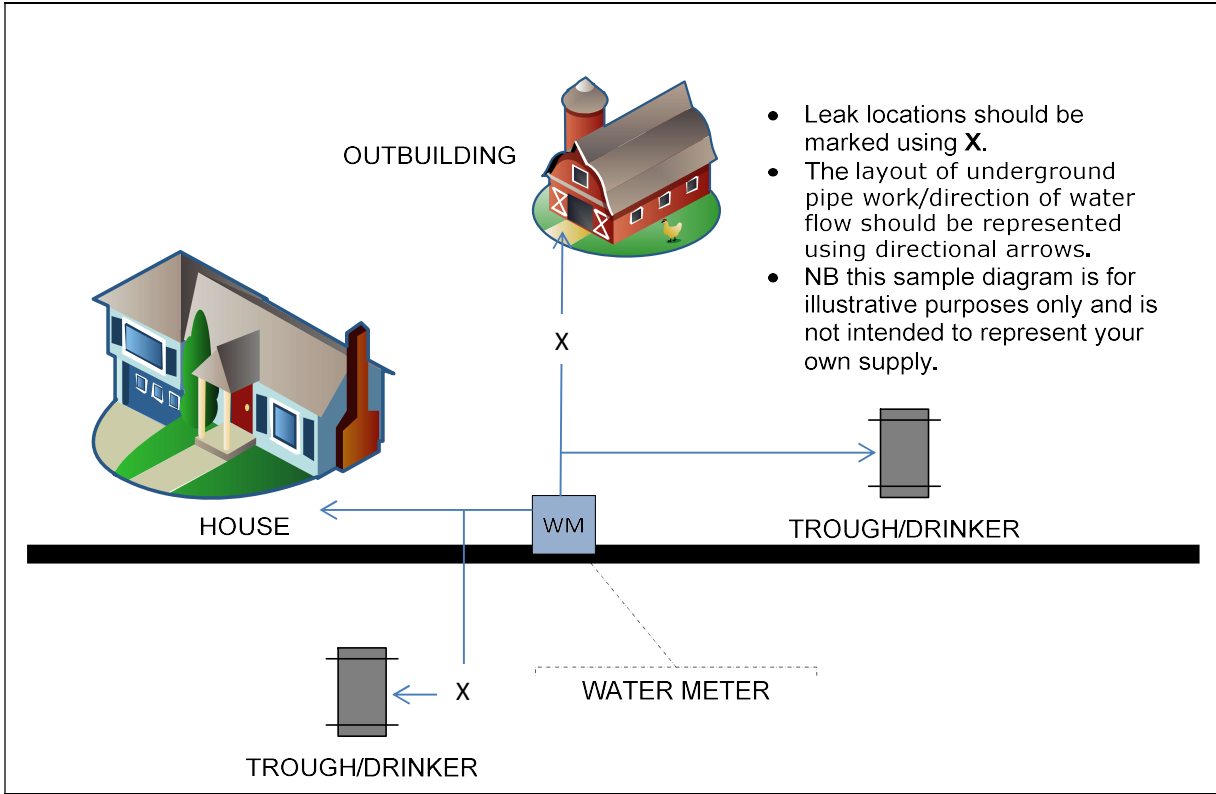
<b>A</b>	My supply is used for both domestic & non-domestic purposes and is not connected to the public sewer	
<b>B</b>	My supply is used for both domestic & non-domestic purposes and is connected to the public sewer	
<b>C</b>	My supply is used for non-domestic purposes only and is not connected to the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