

**APPLICATION FOR APPROVAL TO USE METERED STANDPIPES ON GLADSTONE  
REGIONAL COUNCIL HYDRANTS**

I/We hereby make application to be granted the use of a Metered Standpipe in the Gladstone Regional Council area: **Please note that Fees & Charges Apply**

APPLICANT'S NAME: _____		(PLEASE PRINT)
BUSINESS TRADING NAME: _____		
POSTAL ADDRESS: _____		
ABN OR ACN: _____		
CONTACT PERSON	PHONE NUMBER: _____	_____
MOBILE NUMBER: _____	FAX NUMBER: _____	_____
EMAIL ADDRESS: _____		
APPROVAL TO INVOICE	(AUTHORISATION SIGNATURE REQUIRED)	
GRC ACCOUNT		

**The following information must be provided for application to be processed:**

Please tick appropriate box and enter details required.

Start Date:     /     /                                      Finish Date:     /     /

Short Term (3 days)     
  Medium Term (Weekly)     
  Long Term (Monthly)

Pickup Location:    **\*\*GRC receipt/acknowledgement slip must be presented before Standpipe can be collected\*\***

Gladstone  
(Lyons St - Depot)

Calliope  
(Don Cameron Drive)

\* All Standpipe hire requires 48 business hours notice for Assessment and Approval \*  
**PLEASE NOTE: THIS APPLICATION MUST BE COMPLETED, SUBMITTED AND PROCESSED BY GLADSTONE REGIONAL COUNCIL WATER AND SEWERAGE SECTION BEFORE THE METERED STANDPIPE CAN BE SUPPLIED TO THE APPLICANT.**

In the space provided below indicate the purpose for which the water shall be used, and a detail location e.g. street name & property number of the proposed hydrant that will be used. Please mark on map provided proposed location.

Purpose of use: \_\_\_\_\_

Location: \_\_\_\_\_

Estimated water usage per day: \_\_\_\_\_ Kilolitres

NB: All water supplied/used for domestic purposes must have the necessary permit/licence from Council's Environmental Health & Compliance Section

The Gladstone Regional Council is collecting your personal information to process this application. The information will be only accessed by authorised Council employees. Your information will not be given to any other person or agency unless you have given us permission or we are required by law.

It is the applicant's responsibility to ensure that they read and understand "3 - General Conditions - Metered Standpipe Usage (Mobile and Fixed) & Hydrant Use and 4 - Conditions for Using a Metered Standpipe on a Gladstone Regional Council Hydrant" and that they comply with those conditions. Please note that the metered standpipe is not transferable to any other party and is the responsibility of the nominated approved metered standpipe holder. In the event of a lost/stolen or damaged standpipe, bond monies are forfeited and retained by GRC.

Applicants Signature: \_\_\_\_\_ Date: \_\_\_\_\_

OFFICE USE ONLY					
<b>APPLICANT DETAILS</b>					
Existing Debtor	Yes / No	Debtor No		Licence Sighted	YES / NO
Security Bond Held	Yes / No	Security Bond Paid	\$	Receipt No	
Fee Hire Amount	\$	Receipt No		Application Approved	Yes / No
GRC Approving Officer		Start	/ /	Finished	/ /
<b>APPROVED EXTENSION</b>	GRC Officer				
	Date of Return				
<b>STANDPIPE DETAILS</b>					
Meter No					
Date Collected			Meter Reading - Collection		
Applicant Signature					
Date Returned			Meter Reading - Return		
Applicant Signature					
			Total KL Used		
<b>APPROVAL TO DEDUCT WATER CHARGES FROM SECURITY DEPOSIT</b>			Signature		
			Date		
<b>INVOICING</b>					
Bond	\$	Pd	Yes / No		
Hire Fee	\$	Pd	Yes / No		
Water Used	\$	KI x \$			
Penalty Charge	\$				
Total Invoiced	\$				

### 3 General Conditions - Metered Standpipe Usage (Mobile and Fixed) & Hydrant Use

- 3.1 All applicants must have a registered ABN Number.
- 3.2 Applicants must complete "*Request to Debtors - Customer Detail Form*" unless their details are active in Council's financial system.
- 3.3 The approved paperwork is required to be located with standpipe at all times.
- 3.4 No Metered Standpipe, Fire Flow and Pressure Testing Approval or Fixed Standpipe key will be issued until the application is completed by the applicant and confirmation of approval has been received. Including payment of security bond / hire fees are receipted.
- 3.5 All water consumption extracted from Council's infrastructure will be invoiced on monthly basis.
- 3.6 Penalty rates (*as shown in "Gladstone Regional Council Schedule of Miscellaneous Fees and Charges"*) will be charged if standpipe returned later than approved date (unless otherwise arranged with authorised officer).
- 3.7 All privately owned standpipes will be deemed as illegal after June, 2009. Any use of privately owned standpipes will be classed as theft, and can be prosecuted under the Water Supply (Safety and Reliability) Act 2008.
- 3.8 Water must not, **under any circumstances**, be drawn from Gladstone Regional Council's reticulation system by any means other than the Metered Standpipe.
- 3.9 Water extracted must **not** be allowed to run to waste or overflow.
- 3.10 The site must be left in a tidy state, which includes the replacement of the hydrant lid after each fill, and leaking hydrants must immediately be reported to Council's Infrastructure Services Customer Service Section.
- 3.11 Metered Standpipes must only be fitted onto hydrants that have been approved by Gladstone Regional Council Authorised Officers.
- 3.12 All equipment used must be kept in good condition and free from any leaks.
- 3.13 All meter failures or suspected failures shall be reported immediately to Council Authorised Personnel.
- 3.14 Any damaged to the metered standpipe or Gladstone Regional Council's infrastructure will be charged to the applicant.
- 3.15 All water obtained from Council's reticulation system shall only be obtained complying with "Back Flow Prevention" (see attached diagram - 7.4) and be used in accordance with ASINZS 3500.1.2:1998 and of ASINZS 2845.1:1998.
- 3.16 Gladstone Regional Council reserves the right to review these conditions as required.
- 3.17 Charges will be as stated in the "*Gladstone Regional Council Schedule of Miscellaneous Fees and Charges*", which will be subject to review.
- 3.18 Council takes no responsibility for the quality of water after it has left the Council reticulation system. Contractors supplying clients with water for drinking purposes must have a current registered health inspection certificate from Council required under the Food Act 2006.

#### **4 Conditions for Using a Metered Standpipe on a Council Hydrant**

- 4.1 Long Term hire of metered standpipes (mobile) must be returned to Gladstone depot for the meter reading to be verified by an authorised officer at the end of every month. If unable to be returned then a GRC Authorised Officer will do a site visit at the cost of applicant for the gathering of meter readings.
- 4.2 Metered Standpipes are prohibited for use in the following Gladstone Regional Council area:  
Agnes Water, Seventeen Seventy, Bororen, Builyan and Beecher/Burua.
- 4.3 The Security Bond will be refunded when standpipe returned, with any outstanding fees deducted from total. If continued standpipe hire anticipated the security bond can be held in a Council's Trust Account for applicant.

**HYDRANT HIRE AND MISC RATES AND CHARGES CAN BE LOCATED ON THE GLADSTONE REGIONAL COUNCIL WEBSITE:**

Web Address: <http://www.gladstonerc.qld.gov.au/>

Or call Council's Customer Service Team on 49700 700 for further details.