

Special Water Meter Reading Request

Please read the water meter situated at:

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.....

on Thursday the and advise the reading as soon as possible.

Required Information

Assessment No: _____

Val No: _____

Owner of property: _____

Reading requested by: (please include name, company, contact details and date).....

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.....

Postal address for invoice to be sent:

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.....

RDC Office to complete below

Meter Number: _____

Meter Location (as per Pathway):

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.....

Last reading: Date of last reading:

Cost: \$56.00 per meter – is payable in advance. We will accept a faxed request with an undertaking that payment of the fee is in the post but the final invoice for consumption will not be issued until the reading fee(s) is received. The reading fee CANNOT be added to the consumption account.

SWMR fee paid and receipt attached to this request