

Application for a supply to be permanently disconnected



Important

Before completing this form, make sure you have all the supporting documents ready (see list below) – we can only progress your application with this information to hand.

Also, please note that your disconnection can only be schedule after confirmation from SW that this is feasible.

Got the right forms?

- If you need a water/waste connection, you must complete a PDE
- Once your PDE has capacity approval and you require a water connection, please complete *form A*
- If you need a sewer connection, please complete *form B*

Checklist of supporting data

Section 1

Incomplete applications can't be progressed and failure to submit all required information may negatively impact your project deadlines. We can only progress your application when we have complete supporting documents.

- Completed application form
- Site location plan (OS or GIS location):

Customer details

Section 2

Company name:

I am: The owner The contractor The future occupier

Contact name:

Address:

Postcode:

Phone:

Mobile:

Fax:

Email:

Main contact details

Section 3

Company name:

Contact name:

Address:

Postcode:

Phone:

Mobile:

Fax:

Email:



Premises to be disconnected

Section 4

Postal address(es)

For multiple sites please complete **Appendix A**.

Address:

Postcode:

Supply details

4.1

You can find these details on your water bill.

Who is your current water provider?

Water supply point ID:

Customer reference number:

Waste water supply point ID:

Are there any meters at the property?:

Yes No

Quantity:

Meter serial number (where applicable):

Meter make:

Meter size (mm):

Will access be required to view the meter:

Yes No

Please describe the location of the meter:

If more than one meter please complete **Appendix B**.

Reason for disconnection

4.3

Preferred disconnection date:

Please ensure that you have no further requirement for the supply and have considered the lead time of the disconnection before applying. If you still require a supply, for construction at the premises for example, please don't submit your form until you are sure you know when the supply can be disconnected.

- I / We hereby make application to Scottish Water via Business stream, as licensed provider, to disconnect from the public water system.
- I / We understand that any alterations to this application must be declared to Scottish Water via Business Stream.
- I / We have filled in the relevant sections of this form.
- The details I / we have given within this application are accurate.
- I / We have enclosed all the necessary supporting documentation as set out in section 1 of this form.
- I / We understand that by having my / our water supply disconnected, Business Stream is not responsible for any problems incurred when trying to sell or rent the property in the future.
- I / We understand that where the property is used for commercial purposes, the environmental health authorities will be informed that it no longer has a water supply.
- I / We understand that in the event that Scottish Water is prevented from carrying out a scheduled disconnection, abortive charges may apply.
- I / We have read, understood and agree to Business Stream's terms and conditions.*

Signature:

Date:

By submitting this form via email you are instructing us to progress this application, even in the absence of an electronic signature.

Full name:

Role or job title:

Phone:

Mobile:

Fax:

Email:

Please email this application to **newconnection@business-stream.co.uk**.

Details of multiple occupants

The premises will be occupied by: Current owner Proposed owner Not yet known

Company:

Contact name:

Address:

Postcode:

Phone:

SPID reference:

The premises will be occupied by: Current owner Proposed owner Not yet known

Company:

Contact name:

Address:

Postcode:

Phone:

SPID reference:

The premises will be occupied by: Current owner Proposed owner Not yet known

Company:

Contact name:

Address:

Postcode:

Phone:

SPID reference:

Please continue on a separate sheet if necessary.

Supply details

Appendix B

Meter serial number (where applicable):

Meter make:

Meter size (mm):

Will access be required to view the meter:

Yes No

Please describe the location of the meter:

Meter serial number (where applicable):

Meter make:

Meter size (mm):

Will access be required to view the meter:

Yes No

Please describe the location of the meter:

Meter serial number (where applicable):

Meter make:

Meter size (mm):

Will access be required to view the meter:

Yes No

Please describe the location of the meter:

Please continue on a separate sheet if necessary.