Application for a water connection to a housing development and/or mains requisition from Yorkshire Water

(not including Self Lay)
Your application form for a water connection to a housing development

From April 2017, most businesses (including charity, public sector and not-for-profit organisations) based wholly or mainly in England, will be able to choose who (Retailer) provides them with their water and waste water services. This will include Developers who require water and/or waste water services for the building of their development, regardless of the type of development - domestic (Household) or commercial (Non Household). Please note you will need to appoint a retailer at least 8 days prior to connection. If you do not appoint a Retailer yourself, one will automatically be assigned to you. You will need to provide Yorkshire Water with certain information in relation to the development for example connection co-ordinates, planned connection dates and actual connection dates. This information is required so that the premise can be entered into the Market, allowing your Retailer to provide billing services. For more information about Retail Competition, please open the link below to the Open Water website. open-water.org.uk/for-customers/find-a-supplier

For requisition applications of up to 500 domestic dwellings, We will acknowledge your application within 5 calendar days. We aim to issue a reply within 28 calendar days of receiving your fully completed, including plans and payment but could be influenced by your availability. For applications over 500 or if we need additional time to consider your application, we will contact you to discuss an alternative date for our reply.

This form is used to apply for a connection to a large domestic development site (more than six properties). If you require a connection for a commercial development, you’ll need a different application form. Please visit yorkshirewater.com to download an application form or call us on 0345 1 20 84 82 and we’ll send this to you.

Unfortunately we cannot book in any supplies on a new property without your copy of the letter from the council detailing the postal address of each plot. Please arrange for this to be available in time for booking in your water connection/s and send along with your checklist.

What will you receive in response to your application?

Once we’ve received your application form along with the correct payment, we’ll send you:

- An estimate for the cost of the work required to connect your development to the network
- A copy of our mains records for the area indicating the connection point
- Confirmation of whether your development can be supplied by gravity or will require pumps/storage

Where new water mains are required on your site we will also provide:

- A plan of your site showing where new mains are to be laid and connected to the existing network

How much will it cost to process the application and how can you pay?

There’s a charge of £129.68 + (VAT)£25.92 = £155.60 for processing your application and providing an estimate for the work required. Your estimate will be valid for one year from the date on the estimate. If you do not proceed after one year, you’ll need to re-apply.

You can pay either by cheque or by credit/debit card; please indicate your payment method below. If you wish to pay by cheque please enclose a cheque payable to “Yorkshire Water Services Ltd” with your application. If you wish to pay by debit/credit card, we will contact you on receipt of this form to arrange payment over the phone. The amount varies dependent on your provider. If you wish to pay by BACS the details are 57-49-55 11111111. Your enquiry request will only be processed once payment is received.

How would you like to pay?

☐ Cheque ☐ Credit/debit card ☐ BACS

You can send us your completed form by post or email.

- Post: Developer Services, Yorkshire Water Services Ltd, PO Box 52, Bradford, BD3 7YD
- Email: wbu.service.centre@yorkshirewater.co.uk
- If you have any questions please give us a call on 0345 1 20 84 82. Calls are recorded for monitoring purposes.

Completing your application form.

Please complete this form with as much information as possible, using black ink and block capitals.
1. Your details
The applicant should be the person who is responsible for paying the estimate prior to your connection taking place. Please read note 13 to ensure you fill in this form correctly and do not incur charges for amending your estimate.

Company/Customer name ........................................................................................................................................................................................................

Contact name ........................................................................................................................................................................................................

Address for correspondence ................................................................................................................................................................................................

........................................................................................................................................................................................................ Postcode ....................................

Daytime telephone number (including dialling code) .................................................................................................................................

Mobile phone number .........................................................................................................................................................................................

E-mail address ................................................................................................................................................................................................

2. About the development

Site address .................................................................................................................................................................................................................................

........................................................................................................................................................................................................ Postcode ....................................

Grid reference: Easting (6 figures) □□□□□□□□ Northing (6 figures) □□□□□□□□

Please indicate the type of development:

☐ New property build ☐ Existing property being split into a larger number of properties

Would you like to meet us on-site to make sure we have all the information we require about your development?

☐ Yes ☐ No

Are there any known risks or hazards that we should know of prior to our site visit?

☐ Yes ☐ No

If yes, please can you give details below:

........................................................................................................................................................................................................


CDM client name .............................................................................................................................................................................................................

CDM client address ....................................................................................................................................................................................................... Postcode ...

CDM client telephone ...........................................................................................................................................................................................................

CDM client email ........................................................................................................................................................................................................

If your project is notifiable you will need to attach a copy of the F10 notification issued to the HSE

You will also need to attach a copy of the relevant results of any identified hazards from site surveys you have undertaken or relevant parts of the construction phase plan if one exists.

Has your design taken account of future inspection, maintenance and use requirements in relation to the assets being installed? ☐ Yes ☐ No ☐ N/A

4. Existing supplies to the site

Please indicate if any existing properties have been (or will be) demolished on this site: ☐ Yes ☐ No

If Yes, please provide details of the demolished property address, demolition date and Yorkshire Water account number if known.

........................................................................................................................................................................................................

Do you require any existing supplies disconnecting? ☐ Yes ☐ No

If Yes, please indicate the supplies you would like disconnecting on your site layout plan. Please also provide meter details where available.

5. Site history

We require details of the previous use of the site so we can determine if there are any contaminants that could affect the pipe to be laid and contaminate the water supply.

Please state the previous use of the site ........................................................................................................................................................................................................

If the previous use of the site was not greenfield or was not used purely for housing or accommodation, then you will need to complete the Contaminated Land Assessment Form which will have been sent to you with this application.
6. New domestic properties

<table>
<thead>
<tr>
<th></th>
<th>Number of houses</th>
<th>Number of flats or apartments</th>
</tr>
</thead>
</table>

Please indicate the maximum height in metres to which water will be required: .............................................. m

Do you require a site supply for staff welfare?  
- Yes  
- No

If Yes, please indicate on your site layout plan the location of your site office/cabins. If you require more than a standard domestic supply to each property, please complete section 5B.

Do you have a retailer for your site supply?  
- Yes  
- No

If yes, please can you give details below:

7. Sizing your water pipe and determining Infrastructure charges

You must complete the fittings list below. This will ensure that the water meter and pipe supplying each property is correctly sized. If you have more than four plots please copy this sheet and complete a column for each plot.

<table>
<thead>
<tr>
<th>Type of development/supply required (e.g. hotel, care home, industrial unit, retail unit, field supply, warehouse, etc.)</th>
<th>Number</th>
<th>Number</th>
<th>Number</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bedrooms</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Storeys</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fittings</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sink (standard)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sink (tap size greater than 15mm)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wash basin (in house/flat)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wash basin (elsewhere)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bath (tap size 20mm)</td>
<td></td>
<td></td>
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<tr>
<td>Bath (tap size greater than 20mm)</td>
<td></td>
<td></td>
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<tr>
<td>Shower</td>
<td></td>
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<tr>
<td>Bidet</td>
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<td></td>
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</tr>
<tr>
<td>Spray tap</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>WC flushing cistern (including those for urinals)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Commercial appliances</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Other water fittings</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Storage capacity in litres</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Storage replenishment top up rate</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Peak flow in litres per second</td>
<td></td>
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<td></td>
<td></td>
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<tr>
<td>Estimated connection date</td>
<td></td>
<td></td>
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<td></td>
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<tr>
<td>Non-domestic appliances/installsations (see explanation of domestic purposes*).</td>
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</tbody>
</table>

*Yorkshire Water has a duty to provide a sufficient supply of water for domestic purposes which includes water for: drinking, cooking, central heating and sanitary purposes, all other use is deemed as non-domestic. No such reference to domestic purposes shall be taken to include: (a) a bath having a capacity, measured to the centre line of overflow or in such other manner as may be prescribed, of more than two hundred and thirty litres; (b) the purposes of the business of a laundry; or (c) a business which prepares food or drink for consumption otherwise than on the premises.

8. Meter Location Option

Please refer to our meter location policy before deciding on your meter location option. yorkshirewater.com/meter-location

Please select which meter location option you require:
1. Meter Chamber located at the highway boundary  
2. Wall mounted meter box purchased by the developer with a Yorkshire Water control at the highway boundary  
3. Meter with chamber 1m from the front of the property with a control at the highway bound
All new water meters are capable of providing a pulsed output, however if you wish to connect any monitoring equipment to the meter then you need to apply for a data cable to be fitted.

This application must be made after the new meter has been fitted. Please complete the Data Logger Cable Application Form, details of which can be found on our website.

Yorkshire Water will then fit a splitter cable to enable you to connect the meter to a building management system or data logger.

9. Additional information required

Are you/will you be the land owner?  
☐ Yes  ☐ No

No. of phases water mains to be laid in ______________

If No, please give details of the land owner below. If Yes please provide your own company name, company number and registered address, as they will be required for the Mains Agreement.

Company name ................................................................................................................................................................

Contact name (if different from above) ............................................................................................................................

Registered address ............................................................................................................................................................

Postcode ...........................................................................................................................................................................

Company reg. number ....................................................................................................................................................

Please explain briefly what is being built on site and what the premises will be used for (i.e. hotel, commercial units, nursing home, warehouse etc.)

....................................................................................................................................................................................................

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If you require water for a commercial/industrial process please provide the peak flow and daily demand of water required below:

Peak flow (in litres per second)..........................................................................................................................................

Daily water demand (in m3/hour) .....................................................................................................................................

Do you know which main-laying options you require?

☐ Option 1: Lay only (this option is for us to lay the main only)

☐ Option 2: Excavate and Lay (Yorkshire Water to Excavate & Lay Main)

For Self Lay, please request a Self Lay application form.

10. Water Regulations

Do you have or intend to install an alternative source of water other than that supplied by Yorkshire Water?

Please tick one box  
☐ Yes  ☐ No

If yes please indicate the source of the alternative water supply.

☐ Rainwater harvesting  ☐ Borehole/spring  ☐ Grey water

Other (please give details) ..................................................................................................................................................

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Please note, regulation 5 of the Water Supply (Water Fittings) Regulation 1999 requires you to also notify the Water regulations department for all types of commercial and industrial installations. All installations must be installed in accordance with the Regulations, we recommend the use of a WIAPS/WaterSafe approved plumber.

11. Water re-use systems

Will there be any water re-use systems on the site?  
☐ Yes  ☐ No

If yes, please attach details of the proposals and a list of those plots that will use this facility.

Tip: We support the use of water saving and water reuse systems, these systems must be correctly designed and installed to ensure that drinking water cannot be contaminated. So that we can be sure that your system will be safe to connect, we will need to understand how the equipment will be connected to the public water supply, together with details such as back flow protection and isolation provisions.
12. Infrastructure charges and credits

**Tip:** Did you know that the amount you pay in infrastructure charges will be reduced if domestic water was used on the site within the last 5 years? For example, even if there was a factory on your site, you can get an allowance in respect of water used for household purposes such as cooking, washing and toilet facilities. Please complete this part as fully as you can, it will help us give you the right amount of credit.

Has there been any previous water connections on the site during the last 5 years?  
☐ Yes  ☐ No

If yes, what type of property was connected (housing, offices, factory etc)?

How many connections were on the site?

Please provide the meter serial or account number if you have them (*Attach separate details if you need to)

Approximate date of disconnection

Please provide the meter serial or account number if you have them

Please provide postal address of any previous connections (*Attach separate details if you need to)

13. Water for fire fighting purposes

Do you require water specifically for fire fighting purposes?  
☐ Yes  ☐ No

Will the supply be alarmed?  
☐ Yes  ☐ No

Type of fire protection required (i.e. sprinkler, hydrant)

Flow required for fire fighting in litres per second

Yorkshire Water will, if requested, confirm if we are able to meet the flows and pressures for any proposed fire fighting installation(s). Where the required flows and pressures can be achieved Yorkshire Water cannot guarantee that they can be sustained in the future. A decision to feed a fire fighting supply direct from Yorkshire Water’s mains network is the sole responsibility of the customer. Yorkshire Water will not accept any liability for future expenses that may be incurred because of changes in the water mains pressures or available flows due to increased customer demands or any necessary reconfiguration or adjustments to the distribution network.

14. Sewerage enquiries

This form is for connections to the clean water network only. For applications and enquiries for drainage connections please contact us on 0345 1 20 84 82.

Please complete the following details regarding the arrangements for drainage on the site; this will ensure that the subsequent owners are correctly billed.

What method will be used for waste water drainage (bathroom/kitchens)?

Please tick:  
☐ Public sewer  ☐ Cess pool/septic tank

What method will be used to drain rainwater (roofs/parking areas)?

15. What will it cost?

There is a charge of £129.68 + (VAT)£25.92 = £155.60 for processing your application. This charge covers the cost of undertaking a survey on site, confirming that we can supply the quantity of water required at the statutory pressure and providing an estimate to you for the connection work. Your estimate will be valid for six months from the date of issue.

16. About your new connection

We provide a standard 25mm pipe connection to all domestic properties.

We try to ensure the water pressure at the boundary is no lower than 1.5 bar (15m head) and provides a minimum flow of 22 litres per minute. Please note: The minimum guaranteed standard for pressure and flow for a single domestic dwelling set by Ofwat is 1 bar (10 metres head pressure) measured in the service pipe at the downstream side of the boundary stop cock at a flow rate of nine litres per minute. Yorkshire Water cannot guarantee pressures and flows above this minimum guaranteed standard.

17. What will we do to process your application?

Large Diameter Connections – We will survey the site to determine the length and size of pipe we will need to lay and its location. We will send you an estimate with a plan showing your connection point. You should receive your estimate within 28 days of our receipt of your application.

Mains requisitions – we will undertake a survey of the site and determine how your site will be connected to the network. We will then design the route of the mains and service connections for each property/unit. You will receive your estimate within 28 days of us receiving your application and payment. However this could be influenced by your availability if a site meeting is required. For complicated or large designs this may take longer, timescales will be agreed with you. The costs will be based upon us laying the main in the number of phases you have indicated. If you request the water mains to be laid in more phases than this you will be charged for the additional site visits.
18. Charges for amendments to your estimate

Your estimate will be sent out to the applicant whose details you have completed in section 1. Please ensure the applicant is the person who will be paying the estimate as the payment receipt will be sent in the name of the applicant. If you require us to reissue the estimate to a different person/company there is an admin charge of £62.03 +VAT.

If you change your new connection requirements after receiving your estimate there is an admin fee for a re-estimate of £62.03 +VAT (£106.25 +VAT if we have to re-survey the site). If you request a copy receipt in a name other than the applicant there is a charge of £62.03 +VAT. These charges are applicable to 31 March 2018 and exclude VAT.

Once the legal agreement is signed, any changes to the application or design will incur a fee.

Whilst we endeavour to provide an accurate estimate for the cost of your new connection there are sometimes unforeseen circumstances that may affect this. These include additional local authority highway requirements such as road closures, out of hours working or the use of specialist traffic management. Engineering difficulties may also affect the cost of the work. In the unlikely event that these arise we will recharge any additional costs not identified at survey stage to the applicant.

19. What information do you need to supply with your application?

Please complete the checklist below to confirm you’ve enclosed all the information required to process your application. Any incomplete submissions will be returned to you and will delay your estimate and/or mains design.

- Fully completed all relevant sections of this form
- A plan showing the location of the site (scale not less than 1:2500)
- A plan showing property layout, public highways to be adopted, service strips, site entrance and location of any disconnections or supply to site cabinets (at a scale of 1:500)
- A completed Contaminated Land Assessment Form (where required) clearly marking your service entry points
- Clearly indicated at the beginning of this form the way you are paying
- Enclosed payment of £129.68 + (VAT)£25.92 = £155.60 (if paying by cheque) payable to Yorkshire Water
- A CAD plan on a CD. If this is not possible we will contact you for this upon receipt of application
- Sign and complete the declaration below.

Copy of F10 notification: Notification to the HSE is required if the construction work on a construction site is scheduled to – (a) last longer than 30 working days and have more than 20 workers working simultaneously at any point in the project; or (b) exceed 500 person days.

Site Survey / Relevant Parts of Construction Phase Plan This is information that will assist Yorkshire Water in ensuring that our staff are aware of any hazards that may be present at the location and allow us to ensure suitable and sufficient controls.

We will be unable to carry out a survey without this information.

20. How we will calculate your charges

Your estimate will be sent out to you detailing the site specific costs for your development.

You have two options for calculating the costs of your development.

Option 1 – Fixed Charge Estimate. Our fixed charges are published in our charging arrangement. This can be found on our website yorkshirewater.com/developers

Option 2 – Site Specific Bespoke Estimate. This will be calculated using site specific charges. This takes into consideration regional variations to costs.

Please indicate which option you would like us to use when calculating your estimate.

- Fixed Charges  
- Bespoke Estimate

21. Declaration

I hereby request a new water supply to the new development detailed above. I understand that if my request changes, Yorkshire Water will charge for the additional work and my installation may be delayed. I am signing as the applicant or their representative and by doing so agree that I will be liable for the payment of any costs associated with this application.

Your signature ...................................................................................................................................................................

Date ..................................................................................................................................................................................

Your name and title (in capitals) ........................................................................................................................................

Company name ................................................................................................................................................................

Please return this completed form with the information indicated above to:
Developer Services, Yorkshire Water Services Ltd, PO Box 52, Bradford BD3 7YD
Email it to us: wbu.service.centre@yorkshirewater.co.uk
If you need to get in touch:

Call the Developer Services team on 0345 1 20 84 82
Our Developer Services office is open Monday to Friday 8am-5pm.

Call our contact centre on 0345 1 24 24 24
Our contact centre is open for billing enquiries Monday to Friday 8am-8pm and Saturday 9am-5pm.
For water and sewerage enquiries we’re open Monday to Saturday 6.30am-10pm and Sunday 7.30am-10pm. We’re open 24 hours a day for emergency calls.

Visit our website yorkshirewater.com
Tweet us @YWHelp
Write to us
Yorkshire Water Services Ltd
PO Box 52, Bradford BD3 7YD

Other useful numbers:

<table>
<thead>
<tr>
<th>Service</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Asian language</td>
<td>0345 1 24 24 21</td>
</tr>
<tr>
<td>Text telephone/minicom</td>
<td>0345 1 24 24 23</td>
</tr>
<tr>
<td>24 Hour automated services</td>
<td>0345 1 247 247</td>
</tr>
<tr>
<td>(meter readings and payments)</td>
<td></td>
</tr>
<tr>
<td>Fax number</td>
<td>01274 372 800</td>
</tr>
</tbody>
</table>

How much could you save?

Use our online calculator
See how you could save water and energy around the home.

Buy discounted water saving gadgets
Water butts, shower heads and more – on our website.