

WATER AND SEWER CONNECTIONS APPLICATION FORM

Application for new connections to the existing water and/or sewer network.

Please use this application to apply for a new water connection and/or sewer connection. You can find out more information at stwater.co.uk/developers or by calling us on **0800 707 6600**. Please keep a copy of your completed application form for your records.

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Section 1

1a. Applicant's details

Contact name	
<input type="text"/>	
Address	
<input type="text"/>	
<input type="text"/>	
<input type="text"/>	
Postcode	
<input type="text"/>	
Telephone number	Mobile number
<input type="text"/>	<input type="text"/>
Email address	Registered company number
<input type="text"/>	<input type="text"/>

1b. Agent/consultant details (only complete if you use an agent or consultant)

Agent/consultant name	
<input type="text"/>	
Agent/consultant address	
<input type="text"/>	
<input type="text"/>	
<input type="text"/>	
Postcode	
<input type="text"/>	
Telephone number	Mobile number
<input type="text"/>	<input type="text"/>
Email address	Registered company number
<input type="text"/>	<input type="text"/>

1c. Correspondence

Who should we be corresponding with?

Applicant Agent

Is there anyone else you're happy for us to discuss your application with? Please tell us here:

How would you like us to contact you?

Email Post



Section 2

2a. Site details

What are you building on the site?

Site name

Address

XY Coordinates

Postcode

2b. Connection(s) needed

So we can give you the right information we need to know exactly what you're applying for.

What type of connections are you applying for? Water Sewer Both

If you're only applying for a new water connection, please tell us how the used water will be disposed of. This is so we can keep a record for network demand and billing purposes.

How will foul water be removed from the properties? Septic tank Connection to any sewer

Will surface water be discharged into the public sewer? Yes No

Are you installing a sustainable drainage system? Yes No

If yes, please give details here (e.g. soakaway):

Have you applied to another Water & Sewerage Company (WASC) for foul and /or surface water connections? Yes No

If yes, please can you tell us:

The name of the WASC you've applied to

The reference number of the application(s)

If you're only applying for a new sewer connection(s), will any of the property(ies) on the site be connected for clean water? Yes No

If no, have you applied to another Water & Sewerage Company (WASC) for clean water? Yes No

If yes, please can you tell us:

The name of the WASC you've applied to:

The reference number of the application(s)



2c. Previous site usage

If the site has been previously occupied, there may be a risk of the ground being contaminated. To make sure your supply and our network doesn't become contaminated, please confirm the following:

What was the site previously used for? Housing Greenfield/ Agriculture
 Industry Landfill
 Other Please tell us

If greenfield you don't need to complete section 2d.

If you're applying for a water connection and the site was used for anything other than greenfield you need to include a soil analysis report of the site with your application OR you will be required to lay protective pipework (this may increase the cost of your application). Please tick which option is applicable.

Soil report included Protective pipework to be laid

2d. Previous supplies

Please tell us about any premises that may have had a previous water or sewer connection that has been billed by Severn Trent Water (STW) within the last five years.

If these premises have had a connection which won't be used as part of your development, we'll use this information to work out if we can apply credits to your infrastructure charges which may reduce the amount you need to pay.

Address of previous premises	Former use (Commercial or domestic)	Demolition date	STW water account number

If applying for a standard water connection(s) please complete **section 3**

If applying for just a waste connection please complete **section 4**

If applying for both you'll need to complete sections **3 and 4**

2e. Retailer

If your water and/or sewer connection(s) is to a non-household property, you'll need to choose a Retailer 9 days before your connection. The Retailer will provide non-household customers with billing and customer services. A list of these can be found at www.open-water.org.uk

If you've already chosen your Retailer please tell us their name here:



Section 3 - Standard water connection(s)

(Sections 45 and 55 of the Water Industry Act 1991)

You only need to complete this section if you're applying for a standard water connection(s) (25mm or 32mm). If you need a larger connection please complete the Large Diameter Connection application form.

A standard water connection is a connection up to 32mm in diameter. This will provide up to 1 litre per second and should be sufficient for all domestic properties (flats/terrace/semi/detached houses).

It can also be used for commercial properties that don't require more than 1 litre per second, e.g. office block requiring water for kitchen and bathroom facilities only. If you're not sure you can use the flow type calculator at stwater.co.uk/newconnections to check.

Please give as much information as you can. This will help us to log your application correctly and arrange a site visit if necessary and send you an estimate as soon as possible.

3a. Existing supply

Is there an existing Severn Trent Water water supply on site?

Yes

No

Are you intending to retain the live supply?

Yes

No

If yes, which plot will it be used for?

Will you be using an existing metered supply for construction?

Yes

No

If yes, please tell us the Severn Trent Water account number:

3b. New connection(s) needed

If the connection is not for a domestic or commercial purpose please tell us the reason for connection.

Temporary building supply

Agricultural trough

Irrigation

Process water only

Other

Please tell us

If process water, please tell us what it will be used for along with the flow rate needed in litres per second:

On the following pages:

For domestic properties you only need to complete **table 1**

For commercial properties you only need to complete **table 2**

Table 2 Commercial properties

Property name/no.		Property type			Fire sprinkler branch?		Do you require a dual pulse water meter?		Do you know the final billing address for this property?		Water usage		Water fittings to be used in property															
Connection number	New build	Existing property	Conversion	Yes	No	Yes	No	Yes	No	Estimated peak flow (litres per second)	Storage capacity	WC flushing cisterns	Auto flushing cisterns	Basins household	Basins elsewhere	Baths (taps up to 20mm)	Baths (taps over 20mm)	Showers	Sinks (taps up to 15mm)	Sinks (taps over 15mm)	Single spray taps	Bidets	Dishwasher	Clothes washer	Hose taps	Drinks vending machines		
1	1	✓			✓		✓	✓				2			4			1	17			1	1	1	2			

Section 4 - Sewer connection(s) (Section 106 of the Water Industry Act 1991)

You only need to complete this section if you're applying for approval to connect to our sewer network.

Sewer connections are on a self lay basis where you and/or your contractor carry out the connection works and we simply inspect, approve and sign off the works. It's important we assess the completed works to understand the additional demand on our network to help us identify where we may need to upgrade our infrastructure.

You may find it easier to complete this section with your contractor as they'll be able to provide the information needed. A site specific Method Statement and Risk Assessment will be needed, which your contractor must give you so that you can send them to us with this application. We need these for any connection being made directly onto the public sewer.

If you're applying for a surface water or combined sewer connection, you'll need to send us evidence to show why it's not possible to use a soakaway.

4a. Connection details

Please complete table 1 below, ticking the appropriate box for the connection type and sewerage flows. For each direct connection please also complete table 2.

A separate fee and approval is required for each connection onto the existing sewer.

Table 1

Connection number	Connection		Sewerage flows						
	Indirect	Direct	Foul	Anticipated peak flow (l/s) or number of properties	Surface water	Anticipated peak flow or surface area in m ²	Combined	Anticipated peak flow (l/s)	Surface area in m ²
1		✓	✓	0.046					

Table 2 - Please complete a line for each direct sewer connection.

Connection number	Where and how you are connecting		Connection method (please state)	Sewer pipe you're laying			Existing pipe that you're connecting to				Demarcation chamber		
	Private	Highway		Size	Depth	Material	Size	Depth	Material	Gravity or pumped (G or P)	Size	Depth	Material
1		✓	Existing Manhole	150m	0.9m	Polysewer	150m	1.4m	Clay	G	450m	0.9m	Plastic

If you're installing a pump station you need you to give us the details of the pump station with your application form.

4b. Contractor details

Please tell us who'll be carrying out the sewer connection(s). For direct sewer connections, the person carrying out the works will need to provide a site specific Method Statement and Risk Assessment covering the sewer connection works. You'll need to send these to us with this application.

We'll also need to check their Health and Safety policy to ensure they are safe to work on the sewer network. If they've given us this in the last 12 months then you don't need to send it again.

Contractor name	
Address	
	Postcode
Telephone number	Mobile number
Email address	Registered company number

Section 5 - Checklist and payment

Please send us all information as soon as you can so that we can process your application and get back to you as soon as possible.

There's a fee for each type of application which is shown below and you can find more information on our charges at stwater.co.uk/developers or by calling us on **0800 707 6600**. The payment options are on the next page, but if you're paying by cheque please make sure that it's securely attached to the application form and that all items are posted together.

If we don't receive the application fee(s) within 30 days of receiving your application we'll assume that you don't want to go ahead with this application.

5a. Standard water connection

Item	Included	Not required
Location plan identifying the property needing connection (i.e. ordnance survey plan)		
Soil analysis report if necessary (see section 2)		
Site plan indicating the route of the customer service pipe to the highway boundary		
For commercial premises a scaled site plan showing the total site area and the area occupied by each unit		
Initial payment £137.88 (incl VAT) (one payment for all standard water connections on this request)		

5b. Sewer connection

Item	Included	Not required
Location plan identifying the property needing connection (i.e. ordnance survey plan)		
Site plan showing location of chamber, pipework and public sewer		
Contractor's Health and Safety policy (for direct connections only)		
Site specific risk assessment and method statement (for direct connections only)		
Evidence of why soakaways can't be used		
Approval fee payment(s) (see table below)		

A payment is required for each sewer connection you'll be making. Please state the number of connections you're applying for and the total payment enclosed.

	Total number	Total payment
Direct Connections to a public sewer in the highway (£455.67 each)		
Direct Connections to a public sewer in private land (£224.98 each)		
Indirect connections to a private drain that outfalls to a public sewer (£96.41 each)		
Total		

5c. Payment details

Please tell us how you are going to pay the application fee:

Cheque

Debit/credit card

BACS

For debit/credit card payments, we'll contact you on receipt of the application to take payment.

Please make all cheques payable to Severn Trent Water Ltd and post it to us along with your completed application form.

Please attach your cheque to the completed application form and post together.

If you're making a BACS payment please send your payment to our bank using these details:

Barclays

Sort code: 20-00-00

Account number: 03398498

UTR number: 054 37510 61510

Company registration number: 2366686

Please tell us the date the payment was made, who made it and the BACS reference number so we can match your application to your payment.

Please make sure any BACS payment is made before you submit your application.

BACS ref	
Payer	
Date	
Amount	

Please send all completed applications and supporting information to:

Severn Trent Water Ltd
PO Box 5311
Coventry
CV3 9FL

Or email them to new.connections@severntrent.co.uk in a zip file

If you email your application to us, we'll assume that you're going to pay by credit/debit card and will contact you for payment.



Section 6 - Declaration (to be signed by the applicant):

I confirm that I am the owner and or occupier of the premises to which this application relates. As such I will be liable for the charges relating to this application form as set out in the current Developer Charges and the quotation to be provided by Severn Trent Water Limited for either the water and/or waste connection. I will comply with all statutory requirements including but not limited to the Water Supply (Water Fittings) Regulations 1999 and where appropriate, the CDM Regulations 2015 (as amended) and any sewer connection will be constructed to Severn Trent Water's standards.

The information provided in this application form is true and accurate to the best of my knowledge and belief. I accept that any changes to this information at a later stage may result in Severn Trent Water having to change their quotation. I am duly authorised to sign on behalf of the Applicant.

Signed		Date	
Full name in capitals		Company name (if signing on behalf of a company)	
Address			

Ways of signing: sign electronically (using the signature tool on Adobe Acrobat), upload a digital ID or sign by hand (scan the document and email it to us).