



FORM WS002 DISCONNECTION FORM FOR WATER ASSETS ON BRISBANE AIRPORT

Section 1: Application Details

Completed by Applicant

Water Service Disconnection

Estimated date of disconnection: _____

Hydraulics drawings attached to this application form
Complete Sections 1, 2, 3 and 4.

Temporary Water Disconnection

Estimated date of disconnection: _____

Note that water will be disconnected at the date of disconnection unless advised otherwise. Failure to advise may result in water usage continued to be billed to billing details.
Complete Sections 1, 2, 3 and 4.

Section 2: Applicant Details

Completed by Applicant

Applicant Name

Trading Name

ACN/ABN

Mailing Address

Phone

Email

Building Owners Name

Airport Address
Plans attached?

Yes No

Section 3: Billing Details

Completed by Applicant

Lessee Name

Trading Name

ACN/ABN

ACN / ABN

Mailing Address

Phone

Email

I/we hereby apply for the disconnection of water services to the above mentioned site from the date stated above or the agreed nominated date. The applicant or project manager undertakes to pay for all costs associated with the disconnection of water services to the site. I/we further declare the above particulars to be true and correct and I/we warrant that I/we have the authority to bind the applicant.

Name _____ Signature _____ Date ____/____/____

Position _____ Company _____

Signature to be the consumer's or authorised agent for the consumer

Section 4: Project Manager / BAC Approvals Details

Completed by BAC Project Manager / Approvals

Name

Mobile

Email

Project Code and
Description

Building No /
Site Address

Topic: Disconnection Form for Water Assets on Brisbane Airport

Approval: Electrical Services Asset Manager **Date of Approval:** 29/4/2014

Document Location: G:\Assets\Airport Facilities\Utilities\Utilities Documentation\Application for Utilities Supply



BAC USE ONLY

Codes

Completed by Building and Facilities Asset Manager

Tenant Code	Site Code	Building Number	Utility	GL Code	BAC Project Code

Comments

Completed by Hydraulics Coordinator

Meter Details

Completed by Hydraulics Coordinator

Utility	Date Disconnected	Meter No	Meter Type	Meter Make	Meter Size (mm)	Reading (kl)	Reading Date	Mx Asset No

Details to be completed and forwarded to Maximo Administrator

APPROVAL TO PROCEED

Signature _____ Date ____/____/____

Name _____ Position _____

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INSTRUCTIONS

Disconnection of Water services for Projects, Construction and Permanent Tenancy

All Applicants to complete Sections 1, 2, & 3.

The BAC Project Manager / Project Approvals Manager to ensure all relevant details completed and must complete Section 4.

If the water disconnection is for a BAC project where costs relating to the disconnection are to be paid direct by BAC, the BAC Project Manager must provide the project code. Where the water disconnection is to be paid for by the demolition company or tenant, invoice details are required. Sections 2 & 3.

Send the completed signed form and any relevant documentation eg plans/sketches, to BAC for approval:

Ken Hughes, Buildings Facilities Asset Manager
PO Box 61, Hamilton Central QLD 4007 or email to utilities@bne.com.au

Upon approval by BAC, the Applicant will receive this signed form and this then permits the Applicant to remove their water service and water meter.

In disconnecting from the BAC water mains, all works must conform to AS3500.

BAC or their representatives must be permitted access to the meters in order to service or read meters as required throughout the demolition process. A final meter read to be taken by BAC Hydraulics team upon completion of works.

Isolation of the service valves is not an acceptable method of service disconnection.

If the BAC water disconnection point is located externally to the perimeter of the demolition site, the disconnection point is to be at the mains and not the property boundary. Any costs external to demolition site are to be incurred by the project manager or tenant.

If the BAC water disconnection point is located at the other side of the road and outside of demolition site, approval for external works will be through the Approvals Section or relevant BAC Project Manager. Contact BAC Approvals or the Project Manager for these works.

The applicant must notify BAC Hydraulics section of the disconnection date in order to arrange isolation of main or the shut of the valves as required.

BAC Approvals or Project Manager to arrange the location of the disconnected services to be surveyed.

BAC Hydraulics section will inspect the disconnection prior to backfilling.

Meter removal details to be sent to utilities@bne.com.au.

Information to be supplied must include:

- Date & Time of disconnection
- Final meter read in kL
- Manufacturer & meter size eg Elster 40mm

Contacts

Ken Hughes, Building and Facilities Asset Manager	Phone 07 3406 3287
Neville Weathered, Hydraulics Coordinator	Phone 07 3406 3378
Ross Griffith, Hydraulics Officer	Phone 07 3406 3043

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