

This form should be completed where an easement is required for a development under the SEQ Water Supply & Sewerage Design & Construction Code (SEQ Code), refer to:

- Sewer Code of Australia, Version 2.3 – Section 4.2.5 Easements
- Water Supply Code of Australia, Version 3.1 – Section 5.4.4 Water mains in Easements

Queensland Urban Utilities will assess your request to determine if it satisfies SEQ Code requirements, prior to releasing the easement documents.

For more information, visit www.urbanutilities.com.au/easements

* denotes mandatory field

Applicant details

Please provide the details of the primary contact for this application with Queensland Urban Utilities.

Applicant first name:*

Applicant surname:*

Phone number:*

Email address:*

Company name:

ACN/ABN:

Postal address 1:*

Postal address 2 (optional):

Suburb:*

State:*

Postcode:*

Type of applicant:

Property details

Water Approval reference number (e.g. 17-PNT-12345):

 or N/A

Property address:*

Suburb:*

 QLD

Postcode:*

Lot description:*

Easement/s required:

- Water
- Sewer
- Water and Sewer

Easement details:

(e.g. Easement A in Lot 1 on Survey Plan 123123 or Easement A in Common Property of Alpha Community Title Scheme on SP123123)

Registered property owner (Grantor):

Same as Applicant

OR

Additional contact (please fill in details on page 2)

Additional contact details (Grantor):

First name:

Surname:

Phone number:

Email address:

Company name:

ACN/ABN:

Postal address 1:

Postal address 2 (optional):

Suburb:

State:

Postcode:

Billing details

Address invoice for payment to:

 Application contact**OR** **Registered property owner** (if provided)

Please email development.easements@urbanutilities.com.au if you would like to address invoice to an additional contact.

Supporting documentation

Please tick to confirm that the following information has been provided with this form to request preparation of an easement:

- Current title search
- A copy of the proposed easement on a survey plan (Form 21) signed by the surveyor
- As-constructed drawings or design plans for water or sewer infrastructure (in PDF format)
- Architectural drawings

Additional information

Please provide any further information to assist in the preparation of Form 9.

How to lodge an Easement Preparation Application**1. Email the following documents to development.easements@urbanutilities.com.au**

- Easement Preparation Request Form.
- Current title search of the property. If the easement is to be granted on Common Property, a copy of the Community Management Statement must also be provided.
- A copy of the proposed easement on a survey plan (Form 21) signed by the surveyor. The easement design must be in accordance with Queensland Urban Utilities' guidelines and standards, including the SEQ Code.
- As-constructed drawings certified by RPEQ Engineer or design plans for water or sewer infrastructure (in PDF format).
- Architectural drawings as per approved Development Assessment plans.

All relevant information must be received for the application to be deemed 'properly made'.

Note: The surveyor is responsible for ensuring the correct easement information is provided.

2. A 'properly made' easement preparation application will be processed within ten business days unless technical and or legal negotiation is required.

We will review the proposed easement arrangements to confirm it meets Queensland Urban Utilities' requirements, before finalising the easement documents for legal execution.

3. You will receive a Charges Notice for the easement preparation fee.

Visit www.urbanutilities.com.au/easements for more information including technical requirements and payment options.

For more information:

Email: development.easements@urbanutilities.com.au

Phone: 07 3855 6895