

Note: This form is used to request a Letter of Evidence issued by Urban Utilities. A Letter of Evidence provides confirmation that an Urban Utilities Water Approval is not required in relation to a specific council Development Approval. * indicates minimum information required.

Please complete this form and email (with any relevant attachments) to: developmentenquiries@urbanutilities.com.au with the subject heading: *Letter of Evidence Request*. Receipt of your request will be acknowledged. For enquiries contact Developer Services on 07 3432 2200. For more information, refer to the Letter of Evidence Guidelines.

Applicant details

Name*

Company name

Postal address*

Postcode

Daytime phone number*

Mobile phone number

Email address*

Property details

Please provide the real property description and the address to locate the primary property relevant to this application.

Real property description

Lot number*

Plan type (RP/SP/other)*

Plan number*

Property address*

Postcode

Details of request

Development type*

- Re-alignment of a property boundary
- Volumetric subdivision
- Access easement
- Change in building format plan
- Reconfiguration of a lot by lease
- New Council Development Approval (after Connection Certificate issued)
- Other (refer supporting information)

Council Development Approval reference number*

Please confirm that:

- Water and wastewater infrastructure charges are not applicable* (add supporting information below); and
- Existing water and wastewater infrastructure is suitable to service the development* (add supporting information below)

Supporting information

Please provide any further information that may assist in processing your request. If you are attaching additional documentation, please reference the file name.

Privacy statement

The personal information provided will be used by Urban Utilities or its agents for the purposes of processing the Letter of Evidence request and you may be contacted by email to participate in a survey about this service.

Payment and lodgement

Upon receiving your completed Letter of Evidence Request, we will acknowledge your Request and send you a Charges Notice. Fees apply in accordance with the Developer Customer Price List. Once we have received your payment, we will action your request within 20 business days.

Signature

Signature* (electronic signature acceptable)

Date*