



Phone: 07 4745 5100  
Fax: 07 4745 5181  
office@burke.qld.gov.au

Musgrave Street Burketown  
PO Box 90  
BURKETOWN QLD 4830

# Request for Reduction of Water Consumption Charges

I (insert name) \_\_\_\_\_, am requesting a reduction of water consumption

charges for (insert address) \_\_\_\_\_ for the following reason:

- 1) Concealed Leak (complete section 1)
- 2) Faulty Water Meter (complete section 2)

---

## SECTION 1 – Concealed Leak

Please confirm the following:

- The leak occurred at the property, on the owner's side of the meter; and
- The leak was a concealed leak; and
- The property owner took all reasonable steps to ensure that the leak was located and repaired as soon as practicable;
- The leak was repaired by a licensed plumber; and
- The consumption charges incurred due to the leak will cause financial hardship.

Please detail the location and circumstances of the leak:

.....

.....

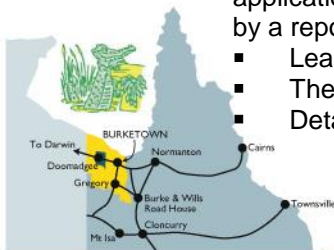
.....

.....

- Please confirm that you have attached a **report from a Licensed Plumber** to this Request of Reduction of Water Consumption Charges Form and that this report meets the requirements of Section 6.2.2 of the Reduction of Water Consumption Charges Policy.

**NOTE:** Section 6.2.2 of the **Reduction of Water Consumption Charges Policy** requires that an application for a reduction of water consumption charges for a concealed leak be accompanied by a report that confirms the following:

- Leak repaired by a Licensed Plumber; and
- The date the leak was repaired; and
- Details of the plumbing repairs undertaken; and



- The leak was in a location and/or of a nature which contributed to it not being evident.

---

**SECTION 2 – Faulty Water Meter**

Please confirm the following:

- I am requesting that the meter at (insert address or lot number) \_\_\_\_\_ be checked to determine the accuracy of the meter;
- I have paid the deposit amount for the purposes of assessing the accuracy of the meter;
- I understand that Council will organise to have the meter tested once the deposit payment is received;
- I understand that, if the meter is accurate within 5%, my deposit will not be returned and there will be no reduction of the water consumption charge.
- I understand that, if the meter is not accurate within 5%, my deposit will be returned and Council will provide an appropriate adjustment to the water consumption charge.

---

**SECTION 3 – Sign and Date**

Name: .....

Signature: .....

Date: .....

---

Please submit all Request Forms and relevant attachments to Burke Shire Council:

- In person:
  - o Submit to the front counter of the Burke Shire Council Administration Office at Lot 65 Musgrave Street, Burketown QLD 4830
- By post:
  - o Chief Executive Officer  
Burke Shire Council  
PO Box 90  
Burketown 4830
- By email:
  - o To: [office@burke.qld.gov.au](mailto:office@burke.qld.gov.au)
  - o Subject: Attention CEO – Reduction in Water Consumption Charges