

WATER AND SEWERAGE AUTHORITY OF TRINIDAD AND TOBAGO



AGREEMENT/ APPLICATION FOR NEW WATER SERVICE

Please Complete Form In BLOCK LETTERS

THE APPLICATION FEE OF \$737.50 INCLUDES A NON-REFUNDABLE FEE OF \$200.00

Section A - APPLICANT INFORMATION

NAME OF APPLICANT (S)

Surname _____ First name _____ Other _____

PROPERTY OWNER (S)

Surname _____ First name _____ Other _____

COMPANY NAME _____

Telephone Contact (1) _____

Telephone Contact (2) _____

E-mail Address _____

Would you like to receive E-bills?

 Yes

 No

SECTION B - PROPERTY ADDRESS

Building No. _____ Apartment No. _____ Postal Code _____ Lot _____ Mile Mark _____ LP _____

Street _____

Town/City _____

Borough _____

MAILING ADDRESS (IF DIFFERENT FROM PROPERTY ADDRESS)

Building No. _____ Apartment No. _____ Postal Code _____ Lot _____ Mile Mark _____ LP _____

Street _____

Town/City _____

Borough _____

SECTION C - PROPERTY DETAILS

Select ALL where applicable

Application for first time connection?

 Yes

 No

Type of Property

 Vacant Land

 Completed Building

 Building Under Construction

% of Construction Completed _____

Expected Completion Date: _____

Day/ Month/ Year

Type of Structure

 Single Unit

 Duplex

 Townhouse

 Condominium

 Apartment

Do you intend to install a Swimming Pool?

 Yes

 No

Is the property part of a development?

 Yes

 No

Name of Development _____

Do you have Town & Country Approval?

 Yes

 No

If yes, please provide copy.

Do you have a WASA Completion Certificate?

 Yes

 No

Type of Activity

 Domestic

 Cottage (Domestic & Commercial)

 Industrial

 Commercial

 Place of Worship

 Charitable

 Agricultural

 Multi-use Domestic (State)

(e.g. restaurant/car wash/lab/guest house)

If Commercial/Cottage activity (State) _____

Are you VAT Registered ?

 Yes

 No

If yes, VAT No. _____

Date: _____

Day/ Month/ Year

Do you have a Swimming Pool?

 Yes

 No

SECTION D - DECLARATION

I/ We the undersigned as owner(s)/ occupier(s) of the above mentioned premises hereby apply to have a water service connection to the said premises subject to the provisions of the Water & Sewerage Act, Chapter 54:40 and agree that the Authority may provide the supply on my behalf at my/our expense.

I/ We the undersigned, do hereby agree to pay the Authority all expenses to be reasonably incurred in executing the work referred to above together with such sums/arrears as may be payable by way of water rates in respect of the said premises and to conform with the rates and charges as may be prescribed by the Authority under and by virtue of the Water and Sewerage Act Chapter 54:40.

I/ We the undersigned, agree that I/ we shall not make any additional connections or alterations including installation of water pumps to that portion of the service connection on my/our premises without prior consent in writing from the Authority.

I/We understand that I/we are responsible for any statutory approvals which may be required for any building or construction on the premises and that satisfactory provisions have been made for drainage.

N.B. If pipes are to be routed through other properties or premises, please complete the Certificate of Way-leave Form. The connection fees and any other charges will be included on your first bill.

I/ We _____ the Tenant/ Agent/ Owner do hereby certify that the above information is true and correct to the best of my/ our knowledge and ability and that I/ We shall be liable to whatever penalty is prescribed in the Water and Sewerage Act Chapter 54:40 for any false information/ declarations.

Agree

Applicant (1) Name (BLOCK LETTERS)	ID Card No. (MANDATORY)	Driver's Permit/Passport No.
_____	Date: _____	RIGHT THUMB PRINT
Applicant Signature	Day/ Month/ Year	
Applicant (2) Name (BLOCK LETTERS)	ID Card No. (MANDATORY)	Driver's Permit/Passport No.
_____	Date: _____	RIGHT THUMB PRINT
Applicant Signature	Day/ Month/ Year	
Checked by: _____	Date: _____	Employee No.: _____
Authorized by: _____	Date: _____	Employee No.: _____
New Account ID: <input type="text"/>	Case ID: <input type="text"/>	

APPLYING FOR A NEW WATER SERVICE?

YOU ARE REQUIRED TO SUBMIT...

- A COMPLETED NEW WATER SERVICE APPLICATION FORM. FORMS CAN BE ACCESSED AT ANY WASA CUSTOMER SERVICE CENTRE OR ONLINE AT www.wasa.gov.tt
- A CERTIFICATE OF PAYMENT (C.O.P.) FROM THE DISTRICT REVENUE OFFICE/THE CITY/ BOROUGH CORPORATION
- A SKETCH SHOWING CLEAR DIRECTIONS AND IF THERE IS A STRUCTURE ON THE PROPERTY
- A CADASTRAL MAP (**APPROVED/ STAMPED BY LAND AND SURVEYS**) FOR VACANT LAND
- TWO (2) VALID FORMS OF PICTURE IDENTIFICATION (NATIONAL I.D. CARD, DRIVER'S PERMIT OR PASSPORT) 
- AN **ORIGINAL COMPLETION CERTIFICATE** IN THE CASE OF A PRIVATE DEVELOPMENT
- A COPY OF REGISTERED DEED FOR PROPERTY
- A STATUTORY DECLARATION (FORMAT AVAILABLE AT CUSTOMER SERVICE CENTRES OR VIA www.wasa.gov.tt)
- TO PAY THE APPLICATION FEE - **\$737.50** (VAT EXCLUSIVE)
(THIS INCLUDES A NON-REFUNDABLE APPLICATION FEE OF **\$200.00**)
N.B. - IF THE REQUEST IS DEEMED **NOT FEASIBLE**; THE AMOUNT OF **\$537.50** WILL BE REFUNDED 
- IF APPLYING ON BEHALF OF THE PROPERTY OWNER**
 - A LETTER OF AUTHORIZATION IS REQUIRED
 - TWO (2) VALID FORMS OF PICTURE IDENTIFICATION (NATIONAL I.D. CARD, DRIVER'S PERMIT OR PASSPORT)
 - IF THE OWNER RESIDES ABROAD; A NOTARY PUBLIC OR NOTIFICATION CERTIFICATE IS REQUIRED
- IF APPLYING ON BEHALF OF A REGISTERED COMPANY**
 - SUBMIT CERTIFICATE OF INCORPORATION SHOWING ALL THE DIRECTORS
 - SUBMIT A CERTIFICATE OF AMENDMENT AND ARTICLES OF AMENDMENT (IF THERE IS ANY CHANGE)
 - TWO (2) VALID FORMS OF PICTURE IDENTIFICATION (NATIONAL I.D. CARD, DRIVER'S PERMIT OR PASSPORT) FOR ONE (1) DIRECTOR AND CORPORATE OFFICER ARE AUTHORIZED TO CONDUCT BUSINESS ON BEHALF OF THE COMPANY
 - THE ONE (1) DIRECTOR AND CORPORATE OFFICER CAN APPOINT A THIRD PARTY/REPRESENTATIVE WHO MUST PROVIDE TWO (2) VALID FORMS OF PICTURE IDENTIFICATION

ALL PAYMENTS MUST BE MADE BY CASH, CERTIFIED CHEQUE, CREDIT/ DEBIT CARD

CUSTOMER BUSINESS SERVICES CENTRES

Head Office: Farm Road, St Joseph: 662-2302 Ext 2659/ 2672
Kew Place: Phillip Street, Port Of Spain – 662-2302 Ext 4611/ 4612/ 4613
Arima: O'Meara Plaza, O'Meara Road – 662-2302 Ext 6081/ 6082/ 6083
Chaguanas: Corner, Manic Street & Market Street – 662-2302 Ext 6304/ 6305/ 6308/11
San Fernando: Mon Chagrin Street – 662-2302 Ext 6189/ 6115
Princes Town: King Street – 662-2302 Ext 6850/ 6851
Point Fortin: Guapo Main Road – 662-2302 Ext 4910/ 4911
Trincity: Golden Grove Road, Arouca – 662-2302 Ext 5390/ 5391/ 5392
Tobago: Crooks River, Scarborough – 639-5152, 639-5056 Ext 6815/ 6816