



# Install Sub-Meters to an Existing Development Form

## Form

Please complete this application in BLOCK LETTERS and tick or fill in boxes where applicable. If a question does not apply, please indicate 'n/a'.

### Section 1 – Applicant Details (NOTE: All information must be supplied)

Applicant Name			
Contact Person			
Address			
Postal Address			
Contact Phone	B	H	M
Email Address			

### Section 2 – Subject Property Information (All information must be supplied)

Property Address			
Real Property Description	Lot		Plan
Property Owner or Manager			
Postal Address or Property Owner or Manager			

**Correspondence:** Chief Executive Officer, Whitsunday Regional Council, PO Box 104, Proserpine, QLD 4800  
 P: 1300 WRC QLD (1300 972 753) F: (07) 4945 0222 E: [info@whitsundayrc.qld.gov.au](mailto:info@whitsundayrc.qld.gov.au) [www.whitsundayrc.qld.gov.au](http://www.whitsundayrc.qld.gov.au)

**Bowen**  
 Cnr Herbert & Powell Streets  
 Bowen QLD 4805

**Proserpine**  
 83-85 Main Street  
 Proserpine QLD 4800

**Collinsville**  
 Cnr Stanley & Conway Streets  
 Collinsville QLD 4804

**Cannonvale**  
 Shop 23, Whitsunday Plaza  
 Shute Harbour Road, Cannonvale QLD 4802



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Number of Units/ Tenancies	
Number of Stories	
Building Classes	

## Section 3 – Sub-Metering Information

This application must be accompanied by the following information:

- Unit development plan indicating all units / lots to be serviced with submeters. Plan to include unit and lot and plan numbers. (Plan to be supplied in CAD format or similar)
- Site plan indicating the location of the master meter and proposed submeters. (Plan to be supplied in CAD format or similar)
- Evidence of a decision by all owners in the Body Corporate to pursue sub-metering for the entire development must be provided.
- In the case where sub-meters were not existing and have been installed as part of this application, a copy of the Queensland Building and Construction Commission (QBCC) lodgement receipt for the Form 4 is to be provided. (The licensed plumber who performed the work will be able to provide this)

**Note: The installation of sub-meters must comply with the QPWC and WRC Sub-Metering Policy**

## Section 4 – Responsible Person for the Development (Licensed Plumber) (All information must be supplied)

Applicant Name			
Company Name (If Applicable)			
Contact Person			
Contact Phone	B	H	M
Email Address			
Postal Address			
QBCC Contractors Licence Number			

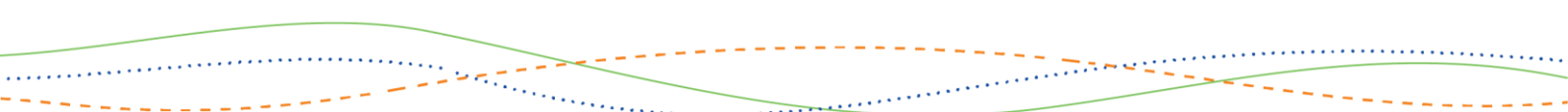
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Signed

Date

This form, together with the other documents detailed under “Sub-Metering Information” can be:

- Emailed to [info@whitsundayrc.qld.gov.au](mailto:info@whitsundayrc.qld.gov.au)
- Mailed to Whitsunday Regional Council PO Box 104, Proserpine, QLD, 4800
- Delivered in person to a Whitsunday Regional Council Customer Contact Centre.

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