



Water Act 2000 – Form W2F123

ABN 51 242 471 577

Meter reading

Purpose of this form					
<p>For metered entitlement holders for unsupplemented water to provide the department with a water meter reading. Client reference number* and meter reference number** can be found on correspondence received from the department requesting the meter reading. If you are unable to provide your meter reference number, provide the meter serial number. A separate form needs to be completed for each client reference number.</p>					
Part A Meter owner details					
Client reference number*:					
Name:					
Part B Meter condition					
<p>Specify if you identified a fault with your meter/s while taking your reading. A meter is considered faulty if it:</p> <ul style="list-style-type: none"> • cannot be read or accurately record the volume of water • is leaking water or air that affects the flow of water through the meter • does not have a tamper-proof seal or the seal is broken or damaged. <p>More information on faulty meters can be found on the department's website at www.business.qld.gov.au.</p> <p><input type="checkbox"/> I have not identified any faults with the meter/s specified below.</p> <p><input type="checkbox"/> I have inspected the meter/s and have identified or suspect there is a fault with a meter. (Specify the meter reference number/s in Part C and tick the "fault with meter" box. If a reading is displayed on the meter/s, record this reading as well).</p>					
Part C Meter reading					
Water management area:					
Enter the reading exactly as it appears on the meter dial including all digits (leading and trailing zeros). More space provided on page 2.					
Meter reference number**	Meter serial number	Date dd/mm/yyyy	Time HH:MM AM/PM	Meter Reading	If you were unable to obtain reading, specify the reason.
					<input type="checkbox"/> Fault with meter <input type="checkbox"/> Meter not installed <input type="checkbox"/> Pipework not connected <input type="checkbox"/> Other (provide details):
Part D Declaration					Return address
I declare that the information provided on this form is complete and correct.					Return completed form to: Email: NRO.Water@rdmw.qld.gov.au or Postal address: Department of Regional Development, Manufacturing and Water Operational Support Water Services Level 3, 1 William St GPO Box 2247 BRISBANE QLD 4001
Name:					
Signature:			Date :		
The contact details provided will be used by the department for the purpose of communications under the <i>Water Act 2000</i> . The department may be required or authorised by legislation to disclose your information to other third parties.					
Preferred phone:		Mobile number:			
Email:					
Privacy statement: Collection of information on this form is authorised by section 113 and 114 of the Water Regulation 2016 and will be used by the department for the purpose of processing your meter reading. The department may be required or authorised by legislation to disclose your information to other third parties. The information may be searchable, disclosed to and used by the public as allowed, authorised or required by legislation.					
OFFICE USE ONLY	Client ref.		Database update / / Initials		
	Meter book		Further action		
	Water Management area				
Office Stamp Only					

Part C Meter Reading (Continued)

Enter the reading exactly as it appears on the meter dial including all digits (leading and trailing zeros).

Meter reference number**	Meter serial number	Date dd/mm/yyyy	Time HH:MM AM/PM	Meter Reading	If you were unable to obtain reading, specify the reason.
					<input type="checkbox"/> Fault with meter <input type="checkbox"/> Meter not installed <input type="checkbox"/> Pipework not connected <input type="checkbox"/> Other (provide details):
					<input type="checkbox"/> Fault with meter <input type="checkbox"/> Meter not installed <input type="checkbox"/> Pipework not connected <input type="checkbox"/> Other (provide details):
					<input type="checkbox"/> Fault with meter <input type="checkbox"/> Meter not installed <input type="checkbox"/> Pipework not connected <input type="checkbox"/> Other (provide details):
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