

# TARABA STATE WATER SUPPLY AGENCY

TELEPHONE:

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TARABA STATE WATER SUPPLY AGENCY  
HEADQUARTERS, PMB 1028,  
JALINGO, TARABA STATE,  
NIGERIA.



**APPLICATION FORM FOR WATER CONNECTION &  
METER INSTALLATION  
TSWSA/CD/CON/ – FORM C1**

Application No:	Work Request No:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Account No:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**PLEASE FILL ALL RESPONSES WHERE APPLICABLE IN CAPITAL LETTERS & TICK THE APPROPRIATE BOX**

**CUSTOMER DETAILS**

Last Name/Company:		Other Names	
Pin No: (Attach Copy)	National ID/Passport No (attach copy)/Driver's Licence	Other <input type="checkbox"/> specify	
Phone No: (Office/Home)	Tel. No: (Mobile)	Email address:	
Postal Address	Code	Location/Area	
Alternate Contact Person:			
Postal Address:	Code	Email	

**SUPPLY DETAILS**

Water District	House No/Apartment No	Location/Area	Street
	Plot No <input type="checkbox"/>	Floor No <input type="checkbox"/>	New Premise <input type="checkbox"/> Meter Number <input type="checkbox"/>
Type of Supply	Domestic <input type="checkbox"/>	Commercial <input type="checkbox"/>	Industrial <input type="checkbox"/> Institutions <input type="checkbox"/>
	Government <input type="checkbox"/>	Other Specify <input type="checkbox"/>	

I/We, Owner/Occupier of the above premises hereby apply for:  
 Connection and Meter Installation  Bulk Meter Connection  Other  Specify \_\_\_\_\_  
 Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Application received by \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

**FOR OFFICIAL USE ONLY**

Connection details	Water	Remarks
No of Connection Points		
Connection Size		
Connection Fee (N):		
Technical Date Verified by: _____		Signature: _____ Date: _____
Technical Supervisor Signature: _____		Tech.Coordinator's Signature: _____
Date: _____		Date: _____

**LANDLORD GUARANTEE (Where Tenant is Applying)**

Name of Landlord .....  
 Address: .....  
 Phone No/Email: .....

I, the above named Landlord certify that the above named applicant is my tenant, w.e.f .....(Date)  
 and herewith guarantee that in the event that the tenant fails to pay the bill, I shall undertake to pay outstanding bill. I  
 herewith undertake to notify Taraba State Water Supply Agency on any change in tenancy one month in advance.

Signature:..... Date: .....

ID/No ..... (Attach Copy) Pin No .....(Attach Copy)

## CONDITIONS OF SUPPLY

1. All application for the execution of works will be dealt with in the order of priority or date, but the water undertaker reserves the right of executing the work in the manner and at the time best to his convenience.
2. The Agency shall have the right forthwith and without notice to terminate the agreement for any breach by consumer to the conditions of supply, but without prejudice to any antecedent right against the consumer including the right to take proceedings.
3. All water consumption shall be billed at the end of each month and charges including a service charge to be specified shall be payable within Fourteen (14) days after invoicing. Payment shall be done by cash or cheque.
4. If any account is overdue the water supply shall be cut off and shall only be reconnected upon payments of the outstanding bills and requisite reconnected fees.
5. Any changes in the water tariffs shall be notified in the Gazette two months before implementation. The same shall also be displayed on the Agency's Notice Board and Service Centres.
6. (a) No consumer shall use, or permit to be used, any water supplied in pursuance of this application except for such use as specified to him in his application.  
(b) No consumer shall convey, or permit to be conveyed by any means whatsoever, for use outside his plot, or for sale, any water supplied by him by water undertaker
7. The consumer shall pay the prescribed deposit in line with service being requested which shall be retained by the Agency for the period during which the consumer is supplied with water, or maintains a connection. The amount will be refunded to the consumer upon termination to the agreement and production of the deposit slip.
8. The Agency shall be responsible for all water supply facilities up to the meter connection. Thereafter the responsibilities and risks pass to the consumer.
9. It is unlawful for anyone to tamper with a water meter. Should there be tampering with the meter the Agency will disconnect services and lodge a criminal complaint againsts the customer. In addition the customer shall be required to pay any applicable penalty prior to any reconnection services.
10. It is the responsibility of the consumer to give access to the meter and premises to the Agency's authorized agents who shall reserve the right to disconnect in the event of no such access being granted. Such agents shall at all times identify themselves.
11. Except in cases of Emergencies, the Agency shall endeavor to publish notices of any service interruption.
12. The Agency may ration the supply of water in times of shortage. In such events, the rationing programme shall be published at least 7 days before the commencement of rationing in such media as the Agency may deem fit.
13. Customers may lodge complaints with and report any corrupt practices involving the Agency's employees at any service centre or call Customer care on Telephone Numbers.....
14. State other connections held by the consumer  
Account Number  
(i) .....  
(ii) .....  
(iii) .....
15. The Agency reserves the right to reject your application or withdraw the connection for any false information given or default on payments for services rendered for your other existing connections.
16. In case of changes of ownership of buildings, a new water agreement must be entered into, and the Applicant must produce his last water bill receipt (if any).
17. The Agency may from time to time amend the terms and conditions set out herein provided that no amendments shall come into force except with prior notice of at least three months.

**CUSTOMER OBLIGATION.**

I agree to abide by the terms and conditions specified above and hold myself responsible for payment of water, water meter rent and all other relevant charges, until such a time as the agreement is terminated in accordance with the Agency's Policy.

**Applicant's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**SKETCH SHOWING LOCATION FOR CONNECTION (Pipeline and plot)**

To be completed by Applicant

**CONSUMER CLASSIFICATION**

- 01 – DOMESTIC
- 02 – COMMERCIAL
- 03 – INDUSTRIAL
- 04 – GOVERNMENT
- 05 – INSTITUTIONS

**Photograph**

**AGENCY OBLIGATION**

The **TSWSA** hereby agrees to supply water to the address shown above as required by the applicant above according to the terms and conditions specified in this contract.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*(Director, Commercial Services)*

