



Customer number						OFFICE USE ONLY	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Property Ref						OFFICE USE ONLY			
<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"/>

APPLICATION FOR A SUPPLY OF WATER FOR NON-DOMESTIC PURPOSES

Use this form only if you are applying for a supply of water for commercial or non-domestic purposes. Once completed please send the application form to the Customer Accounts Department at the address shown on Page 4 of this form.

PLEASE COMPLETE THE WHOLE FORM IN BLOCK CAPITALS USING A BLACK BALL POINT PEN

1. FULL NAME OF CUSTOMER APPLYING FOR SUPPLY

Full name of customer (Company name if Limited Company)	Name of contact person for billing queries
Registered number	Position
Date of incorporation	Telephone
Business address (or if a Company the address of the registered office)	Fax
	Email
Postcode	

Do you have an existing supply for water

Yes No

if yes, please provide your account number

A deposit may be required from customers without an existing account for water.

2. ARE YOU VACATING EXISTING PREMISES?

Yes No

Please complete a Change of Occupier form so that we can arrange for your meter to be read and final account to be sent out. You will remain responsible for all water consumed at your previous address until such time as a final meter reading has been taken and the supply account is no longer your name.

3. ADDRESS FOR WHICH SUPPLY IS REQUIRED

Address
Postcode

Date supply being taken over

Day / Month / Year

Number of commercial units being supplied

Number of domestic dwelling units being supplied

Number of people living in property(s)

Where would you prefer for the bill to be sent?

The supply address Your business address above Another address (please detail below)

Billing Address
Postcode

Do you have forwarding details for the previous occupant?

Yes (please fill in the forwarding address below) No

Is the property - Owned by you Rented

Previous occupant forwarding address
Postcode

4. PAYMENT OF ACCOUNTS (Payment options are explained on page 4 of this form)

Would you like to pay your bills by Direct Debit? (You will receive a discount of £1 per bill if you elect to pay by Direct Debit).

Yes

No

If **Yes** please complete the Direct Debit instruction (Section B on page 3)

Would you like to pay your bills by Continuous Credit Card authority?

Yes

No

If **Yes** please complete the authorisation form (Section A on page 3)

5. ABOUT YOUR BUSINESS

Please indicate what sector your business operates in (tick relevant box)

Agriculture and farming	<input type="checkbox"/>	Bars and public houses	<input type="checkbox"/>	Public administration and government	<input type="checkbox"/>
Fishing	<input type="checkbox"/>	Canteens and catering	<input type="checkbox"/>	Emergency services	<input type="checkbox"/>
Manufacture of food products and beverages	<input type="checkbox"/>	Transport and travel (Land, Sea and Air) and storage	<input type="checkbox"/>	Education	<input type="checkbox"/>
Manufacturing other	<input type="checkbox"/>	Post and courier services	<input type="checkbox"/>	Health and social work	<input type="checkbox"/>
Electricity, gas and water supply	<input type="checkbox"/>	Telecommunications	<input type="checkbox"/>	Other community and social activities	<input type="checkbox"/>
Building and construction	<input type="checkbox"/>	Finance and insurance	<input type="checkbox"/>	Recreation, cultural and sporting activities	<input type="checkbox"/>
Wholesale and retail trade (including motor trade)	<input type="checkbox"/>	Real estate / property management	<input type="checkbox"/>	Other (please detail)	<input type="checkbox"/>
Hotels / guest houses	<input type="checkbox"/>	Advisory / professional / general business services	<input type="checkbox"/>	_____	
Campsites	<input type="checkbox"/>	Laundry and cleaning services	<input type="checkbox"/>	_____	
Restaurants / cafes	<input type="checkbox"/>	Hairdressing and beauty treatment	<input type="checkbox"/>	_____	

6. AGREEMENT

- I/ We confirm that the details provided in this application form are accurate.
- I/ We have read and understood the Company's terms and conditions of Supply and agree to be bound by and observe the terms set out therein. I/We acknowledge and accept that the terms and conditions may be varied at the discretion of the Company from time to time.
- I/ We agree to pay the charges raised on demand at the rate set out in the schedule of tariffs and charges which will be varied by the Company from time to time.
- I/ We accept responsibility for the payment of all accounts and charges in respect of this supply (where supplies are in joint names or in the name of a partnership all named applicants/ partners are jointly and severally liable).

Signature	Date	Signature (joint applicant)	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Print name		Print name	
<input type="text"/>		<input type="text"/>	
Position		Position	
<input type="text"/>		<input type="text"/>	

If signing for a Limited Company please provide own name and position within the company. This form should be signed 'For and on behalf of the Company' by authorised signatories (i.e. Directors or the Company Secretary) only. If signing for a Partnership this form should be signed 'For and on behalf of the Partnership' by a Partner.

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	INITIALS	DATE							
Vacated property account closed and final account raised	<input type="text"/>	<input type="text"/>	<table border="1"> <thead> <tr> <th colspan="2">DEPOSIT DETAILS</th> </tr> </thead> <tbody> <tr> <td>Deposit required</td> <td>£_____ / Not required</td> </tr> <tr> <td>Deposit received and receipt issued</td> <td>Initials _____ Date _____</td> </tr> </tbody> </table>	DEPOSIT DETAILS		Deposit required	£_____ / Not required	Deposit received and receipt issued	Initials _____ Date _____
DEPOSIT DETAILS									
Deposit required	£_____ / Not required								
Deposit received and receipt issued	Initials _____ Date _____								
New customer form and initial account sent to new occupier of vacated property	<input type="text"/>	<input type="text"/>							
Current property meter read/final account sent to previous occupier	<input type="text"/>	<input type="text"/>							
Property description checked for compliance with terms and conditions of supply	<input type="text"/>	<input type="text"/>							
New service authorised by	<input type="text"/>		Date <input type="text"/>						

PAYMENT METHOD SELECTION (see details of payment schemes on reverse)

Select desired payment method

(tick appropriate box)

Direct Debit (see B below)

Continuous Credit Card (see A below)

Select desired payment frequency

(tick appropriate box)

Monthly

Quarterly

A. INSTRUCTION TO PAY BY CONTINUOUS CREDIT CARD AUTHORISATION

Name as it appears on your card

Credit card type (tick appropriate box)

VISA

MasterCard

Credit card number

Card expiry date

Your daytime telephone number

Signature

Date

Authority to collect payment by Credit Card

I authorise Jersey Water to collect amounts due from my credit card in accordance with the payment plan options selected above.

I understand that if I wish to cancel this authority that I may do so at any time in writing or by telephoning the Customer Accounts Department.

OFFICE USE ONLY

Water supply account number

B. INSTRUCTION TO YOUR BANK OR BUILDING SOCIETY TO PAY BY DIRECT DEBIT

Your daytime telephone number

Originator's Identification Number



Name(s) of Account Holder(s) as it appears on your bank statement

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Water supply account number

Bank/Building Society account number

Branch sort code

Instruction to your Bank or Building Society

Please pay Jersey Water Direct Debits from the account detailed in this instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this instruction may remain with Jersey Water and, if so, details will be passed electronically to my Bank/ Building Society.

Name and full postal address of your Bank or Building Society

To: The Manager	Bank/Building Society
Address	
Postcode	

Signature(s)

Date

Banks and Building Societies may not accept Direct Debit Instructions from some types of account

This guarantee should be detached and retained by the Payer.

THE DIRECT DEBIT GUARANTEE



- This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits
- If there are any changes to the amount, date or frequency of your Direct Debit, Jersey Water will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Jersey Water to collect a payment, confirmation of the amount and date will be given to you at the time of the request
- If an error is made in the payment of your Direct Debit by Jersey Water or your bank or building society you are entitled to a full and immediate refund of the amount paid from your bank or building society - if you receive a refund you are not entitled to, you must pay it back when Jersey Water asks you to
- You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written confirmation may be required. Please also notify us.

OPTIONS TO PAY YOUR WATER BILL

Direct Debit



Direct Debit takes the hassle out of paying your water bill and will also save you £1 per quarterly bill because Direct Debits are more cost-effective for us to process. You need no longer worry about writing a cheque, posting your payment to us or queuing to pay your bill.

You can choose to pay your bill in 12 monthly installments or quarterly as each bill is due.

What do you need to do to pay by Direct Debit?

All you need to do is choose your desired payment method overleaf (selecting Direct Debit), complete Section B and return the form to us. We will do the rest. Each quarter, you will receive your water bill as normal. It will also include details of how much will be debited from your bank account and the date(s) on which payment(s) will be taken. Your Bank or Building Society account will be debited on the 20th day of the month, either every month or every quarter according to your choice. If you have a query or problem with your bill you can contact the Customer Accounts Department as normal.

What if I don't want to pay by Direct Debit?

If you prefer not to pay by Direct Debit, the Company offers a number of other ways that you can pay your water bill including the Continuous Credit Card Payment option detailed below. Other ways to pay are explained on the reverse of your water bill. Non-Direct Debit payments do not have the benefit of the £1 reduction per bill.

Continuous Credit Card Payments



To benefit from this option, simply give us your credit card details and your agreement that we can take payments as and when they fall due and we will do the rest. All you need to do is choose your desired payment method overleaf (selecting Continuous Credit Card), complete Section A and return the form to us. Each quarter you will receive a water bill as normal. It will also include details of how much will be charged to your credit card and the date(s) on which payment(s) will be taken. Your credit card account will be charged on the 20th day of the month, either every month or every quarter according to your choice. If you have a query or problem with your bill you can contact the Customer Accounts Department as normal.

We are unable to accept Continuous Credit Card applications for Debit and Switch cards.

How does the monthly payment work?

If you elect to pay by Direct Debit or by Continuous Credit Card payments you have the option to pay your bill on a monthly basis.

Each quarter we will send you your water bill as normal. Monthly payments spread the total of your quarterly water bill over three months. Your water bill will indicate the total amount charged and the amount to be taken from your account or charged to your credit card each month and the dates on which the amount will be taken. We will inform you in advance of any tariff increases and will not change the amount you pay without informing you first.

Online

If you have a valid Debit or Credit Card simply visit www.jerseywater.je and select the Pay Online link from the Customer Information drop down menu and follow the instructions on screen.

Questions

If you have any questions concerning the completion of this application form please contact our Customer Accounts Department on 707301. Open Monday to Friday 8.30am - 4.30pm



PO Box 69, Mulcaster House,
Westmount Road, St. Helier, Jersey, JE4 9PN
Telephone: 01534 707301 Facsimile: 01534 707401
Email: info@jerseywater.je Website: www.jerseywater.je

Jersey Water is the trading name of The Jersey New Waterworks Company Limited.



INVESTOR IN PEOPLE