

## Application to review your site area charging band

The cost of your water is based on the size of your premises' chargeable area that drains to the public sewer. You'll find this charge and your charging band itemised on your bill.

When calculating your chargeable area we measure the total site area of your premises (whether or not the surface area is permeable) and then exclude any permanently grassed, landscaped or cultivated areas within:

- Playing fields
  - Farmland
  - Racecourses
  - Sports grounds
  - Golf courses
  - Parklands
  - Areas of land where no building is allowed by law
1. Any area that drains into our drainage system, even if permanently grassed, cultivated or landscaped is still chargeable.

If you have made changes at your site which you feel have reduced the size of your chargeable area, please complete this form.

2. Remember, permanently grassed, cultivated or landscaped areas are not included in how we calculate the site area. If it is practical to convert an area, such as a car park, into a grassed area, then your premises could qualify for a lower banding.
3. If the wholesaler agrees to credit your account, we will do this from the date you told us. We can only backdate your reduction in surface water charges in line with your wholesalers policy.

Please visit [water-plus.co.uk](http://water-plus.co.uk) for information on how we calculate your surface water and highway drainage charges.

### How to apply or for more information on this leaflet

Please complete the application form and send it back to us by email or post with all the supporting documentation to:

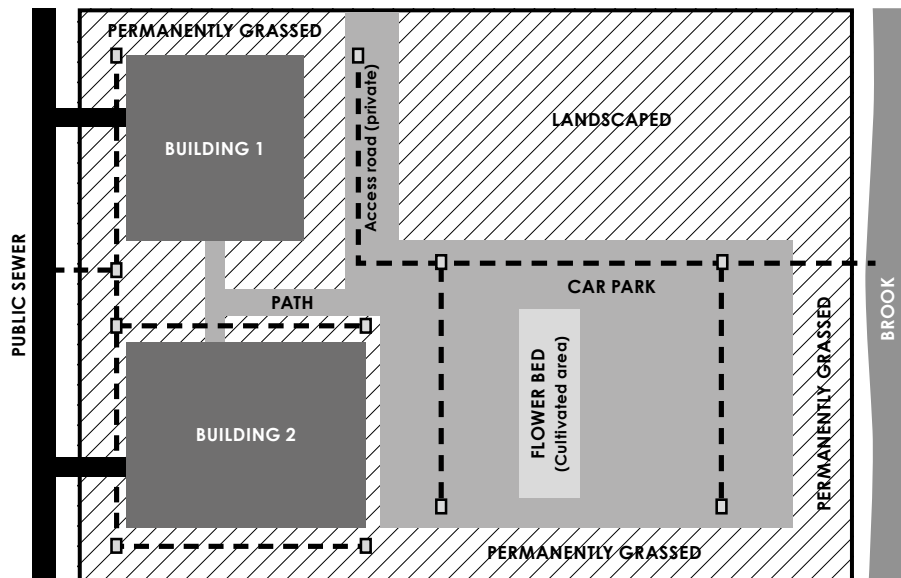
Email: [service@water-plus.co.uk](mailto:service@water-plus.co.uk)  
 or:  
 Water Plus Correspondence  
 Sheffield  
 S98 1BZ

### PLEASE COMPLETE IN BLOCK CAPITALS

1. Premises details		
1.1	Business name:	
1.2	Address: (where bill is sent)	
1.3	Water Plus account number:	<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"/> (you can find this on the front of your bill)
1.4	Address of premises needing re-measurement: (if different from above)	
1.5	Contact name for business:	
1.6	Telephone number:	

## 2. Plan

You must provide a black and white plan with your application, showing the total site area of your premises. Any areas within the site which are permanently grassed, cultivated or landscaped must be shown as hatched areas. The boundary must be clearly shown as a thick black line. See example opposite.



Please note: the diagram above shows rainwater from the buildings draining to the public sewer.

- Surface water drain
- Surface water grid/inspection chamber
- Foul sewerage drain
- //// Non-chargeable area

How we calculate your chargeable area:

- Building 1 – 250m<sup>2</sup>
- Building 2 – 500m<sup>2</sup>
- Car park and path – 800m<sup>2</sup>
- Total chargeable area = 1550m<sup>2</sup>**

## 3. Measurement of premises/site (m<sup>2</sup>)

3.1	Total site area of premises/site (m <sup>2</sup> ) whether or not the surface area is permeable:	
3.2	Size of area (m <sup>2</sup> ) with buildings, hardstanding areas, paths and car parks:	
3.3	Size of areas (m <sup>2</sup> ) that are permanently grassed, cultivated or landscaped e.g. flower beds or grassed areas. These should be shown as hatched on your plan:	

## 4. Access to the premises

I agree to allow an authorised representative of Water Plus on to the above premises at any reasonable time to check the drainage of surface water (please tick).

## 5. Declaration

I declare that the information I have given is correct to the best of my knowledge and belief and understand that if I have knowingly given any false information I may be liable to prosecution.

I undertake to notify Water Plus if any circumstances that may affect this claim should change and I acknowledge that Water Plus will review the allowance in the future.

<b>Signature:</b> (Customer)	<b>Signature:</b> (Third party)
<b>Print name:</b>	<b>Print name:</b>
<b>Position in company:</b>	<b>Position in company:</b>
<b>Date:</b>	<b>Date:</b>

Note: If you are a third party, this application must contain a signature of the person(s) on whose behalf you are making the application and a letter of authority.

**Please note:** we reserve the right to recover any costs that we have reasonably incurred where a customer or their agent requests a change to their charging band and it is subsequently demonstrated that our original assessment of the premises was correct.

Before submitting your claim form, we recommend that you refer to your wholesaler's policy to avoid delays or possible rejection.

To find the list of all wholesalers please visit [water-plus.co.uk](http://water-plus.co.uk).

Application to reduce surface water drainage charges is provided at the discretion of the wholesaler and can be declined/withdrawn or amended at any time.