



Residential Tenancy Notification Form

2 Boys Home Road, Newhaven Victoria 3925

Tel: 1300 720 711 Fax: 03 5956 4101 email: westport@westernportwater.com.au website: www.westernportwater.com.au



IMPORTANT INFORMATION

Tenants cannot be registered with accounts that belong to an Owner's Corporation, nor can a Property Owner register a Tenant.

Property Details

Property Address: _____

Real Estate Agent / Owner: _____ Phone: _____

If a meter reading has been taken, please complete the following:

Meter Reading: _____ Date of Reading : _____

New Tenant Details

Surname: _____ Given Name: _____

Phone: _____ Mobile: _____

Postal Address: _____

Date of Occupancy: _____

Vacating Tenant Details

Surname: _____ Given Name: _____

Phone: _____ Mobile: _____

Forwarding Address: _____

Date of Vacating: _____

Tenant's Declaration

I, as tenant of the property, understand that under Section 273 of the *Water Act 1989*, I am liable for the cost of water supplied to the property. I also understand that I must provide Westernport Water at least **48** hours notice of **occupying** or **vacating** a property. Failure to do so will make me liable for the cost of all water to the property until Westernport Water next reads the meter or the end of the billing period in which the vacating occurred—whichever happens first.

Tenant's signature: _____ Date: _____

Office Use Only

Property Number: _____ Account Number: _____

Meter Number: _____ Processed Date: _____

PRIVACY STATEMENT

We will keep the personal details you have provided strictly confidential and for use for establishing and maintaining your account. The information will also be used for billing and other administrative purposes.