



Service Contract No. \_\_\_\_\_

**SERVICE APPLICATION AND CONSTRUCTION ORDER**

*(To be filled out by the Applicant in CAPITAL LETTERS)*

Date \_\_\_\_\_

Applicants Name: \_\_\_\_\_

**Surname      First Name      Middle Name**

Address: \_\_\_\_\_

Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Contact Number: \_\_\_\_\_

Sex: \_\_\_\_\_ Civil Status: \_\_\_\_\_ Occupation: \_\_\_\_\_

Type of Connection :  Main-to-Meter    Road Crossing (Barangay Road)  
 Road Crossing (High-way)

Classification : \_\_\_\_\_

Tin Number : \_\_\_\_\_

2 x 2 photo  
with white background

**AMOUNT OF CHARGES DUE:**

**Registration Fee** \_\_\_\_\_

(which includes all Materials used for one (1) Service Connection)

**Others: (For Road Crossing)**

Road Crossing Fee \_\_\_\_\_

PE Tubing \_\_\_\_\_

**TOTAL** \_\_\_\_\_

I hereby apply for a Water Service Connection and understand that the connection will not made until it is approved and all paid. I assume responsibility for the Water Meter and all water that passes through the connection. I will conform to the Rules & Regulations of the San Quintin Water District.

\_\_\_\_\_  
 Applicants Signature over Printed Name  
 Date: \_\_\_\_\_

**\*\*\*For Building & Stall Owners Only\*\*\***

I hereby bind myself to pay any unpaid water bills of the occupant in case he/she vacates the premises.

\_\_\_\_\_  
 (Owner of the Bldg. / Property)

TENTATIVE DATE OF INSTALLATION: \_\_\_\_\_

**SKETCH OF LOCATION**



Meter Number \_\_\_\_\_  
 Account No. \_\_\_\_\_  
 Installed by \_\_\_\_\_  
 Date Installed \_\_\_\_\_

**Recommending Approval:**

**Approved by:**

\_\_\_\_\_  
 Water District Representative  
 Date: \_\_\_\_\_

**ENGR. JAYSON C. ANTOLIN**  
 General Manager  
 Date: \_\_\_\_\_

**REQUIREMENTS:** 3PCS LATEST 2X2 PICTURE (w/ white background)  
 PHOTOCOPY OF COMMUNITY TAX CERTIFICATE (cedula)

**PHOTOCOPY** OF VALID ID (back to back)  
 PROOF OF OWNERSHIP (if necessary)

SRS No.: \_\_\_\_\_



### **WATER SERVICE CONTRACT**

Pursuant to the pertinent provisions of Presidential Decree No. 198, as amended by Presidential Decree No. 768 and 1479, and in accordance with Laws, Rules and Regulations governing water supply for public consumption, this Water Service Contract entered into by and between the Water District of San Quintin, as represented by its General Manager, herein after referred to as the **DISTRICT**.

**And**

Name of Applicant \_\_\_\_\_  
Surname First Name Middle Name

Address \_\_\_\_\_

Herein referred to as the **CONSUMER**.

### **WITNESSETH**

1. The District agrees to furnish Water Service to the premises occupied by the CONSUMER at the above stated address based on the DISTRICT/S present applicable rates and charge schedule which maybe modified, altered and/or increased by a Resolution of the Board of Directors of the District subject to review and approval by the Local Water Utilities Administration (LWUA).
2. The CONSUMER agrees if and when the Water Rates and Change Schedule of the District will be amended or change in the interest of both the CONSUMER and the DISTRICT, the Consumer will interpose no objection to what ever amendment or change that may be affected thereon provided that due notice appurtenant thereto shall be served to all concerned.
3. The DISTRICT reserves the right to determine the size of service connection and their locations with respect to the boundaries of the premises to be served. The laying of CONSUMER'S service lateral to the meter shall not be done until the location of the service connection has been approved by the DISTRICT or its duly authorized representative.
4. The work of tapping the main, connecting the service pipe thereto and laying of the pipe to the main to the curb line including the digging and filling in the trench of the streets in which a water main is located will be performed by the employees of the DISTRICT, at the rates set fort by the Board of Directors of the DISTRICT.
5. Payments or charges of the damaged road pavement in connection with the tapping of a service connection shall be assumed by the CONSUMER who shall pay the required amount to the office of the District Engineer of any office or authority directly concerned with the maintenance of damaged road.
6. The DISTRICT shall not be held responsible for interruption of its service beyond its control.
7. This Contract is not transferable and must be accompanied by a duly approved written application for service on a prescribed form provided for that purpose.
8. The CONSUMER agrees to absolutely refrain from giving or allowing connection from his/her premises to another apartments, dwelling etc.
9. The DISTRICT reserves the right to shut-off the water supply whenever necessary. This will be done only when absolutely necessary and no action for damages shall lie against the DISTRICT for such cutting-off of supply. Whenever practicable, the DISTRICT shall notify the CONSUMER before shutting-off and it will turn ON again.
10. All Water Bills, Services, Charges and other dues are payable at the Office of the Water District of San Quintin. The CONSUMER hereby agrees to pay his water bills to the authorized collectors within a reasonable time but not more than SEVEN (7) days upon the issuance of the billing statement. If in the event he fails to pay his water bills within the said period, the same shall commence to earn interest at the rate TEN PERCENT (10%).
11. DISCONNECTION OF WATER SERVICE CONNECTION WILL BE SERVED WITHOUT FURTHER NOTICE IF PAYMENT OF ALL CHARGES IS NOT MADE WITH THE FOLLOWING CONDITIONS:  
*Two (2) Months unpaid balance; or if water bill has more than the aggregate amount of twice the minimum monthly bills whichever comes first.*



Republic of the Philippines  
**SAN QUINTIN WATER DISTRICT**  
 Brgy. Cabalaoangan, San Quintin, Pangasinan  
 CCC-553

Telephone no. (075) 529 1734 Mobile: 0923-575-1685 ; 0947-193-5317 Email: sanquintinwd\_553@yahoo.com website: www.sqwd.gov.ph

12. In the event that the CONSUMER is only a tenant or does not own the house, where the water service connection shall be installed, the owner of the house/building shall jointly and severally liable for any violation/s of the rules and regulations contained herein;
13. The CONSUMER agrees to pay the following to the DISTRICT:
  - a. Registration Fee (which includes all Materials used for one (1) Service Connection).
  - b. A surcharge of 10% of the unpaid Water Bill for the failure to pay the same on due date.
  - c. Tapping Fee/illegal connections.
  - d. Fittings to be use for the repair of the damage service line of the Consumer.
14. Senior Citizens/PWDs are granted special privileges but limited to utility discounts on their monthly water bills (refer to RA 9994). Registration for New Service Application and other maintenance services by the DISTRICT are **EXEMPTED** from such privileges and benefits.
15. All Water Meters, curb cocks and/or valves connecting to the DISTRICT mains shall be under the control of the DISTRICT. The consumer shall be held liable; however for any damage of the meter, curb cocks and/or valves due to his/her negligence or carelessness, the Cost of repairs to the meter, curb cocks or valves due to consumer negligence shall be included in the next water bill.
16. If for any reason, the authorized representative of the DISTRICT ARE PREVENTED FROM ENTERING THE CONSUMERS PREMISES to perform any of the works (repair/maintenance) enumerated in paragraph 13 of this CONTRACT. The DISTRICT reserves the right to disconnect service directly from DISTRICT/S mains and all expenses of said disconnections shall be reimbursed by the Consumer before the service is re-opened.
17. When the accuracy of the Water Meter is questioned, the District upon the REQUEST of the Consumer will cause an official test to be made in accordance with the existing Rules and Regulations of the DISTRICT.
18. The DISTRICT RESERVES THE RIGHT TO DISCONNECT EXISTING SERVICE LINES for any of the following reasons;
  - a. For prevention of fraudulent use of water.
  - b. For non-payment of bills.
  - c. For repairs.
  - d. For violations of any of the terms of this Contract.
  - e. For causes beyond the DISTRICT'S control.
19. The CONSUMER finally agrees to observe the Rules and Regulations laid by the DISTRICT for an effective water service and which merged and made an internal part of this CONTRACT.
20. This CONTRACT shall not be binding upon the DISTRICT unless it is signed by the CONSUMER and/or the property owner and duly accepted by the General Manager of Authorized Office of the District.

Done at San Quintin, Pangasinan, Philippines, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
*Signature of Applicant over Printed Name*

Accepted on \_\_\_\_\_  
 Water District of San Quintin

By:

\_\_\_\_\_  
**ENGR. JAYSON C. ANTOLIN**  
 General Manager

O.R. No. \_\_\_\_\_  
 Date \_\_\_\_\_  
 Issued by \_\_\_\_\_