

## CHENNAI METROPOLITAN WATER SUPPLY & SEWERAGE BOARD No.1, Pumping Station Road, Chintadripet, Chennai - 600 002.

#### **APPLICATION FOR WATER / SEWER CONNECTION**

To Carlo Wall St. Carlos	
HE AREA ENGINEER	Water Application No.

								Sewer Appl	ication No.			
1	Name and Address of the Appli	icant						Date of Reg	gistration		/ /	201
						Type of	Building	1				
						Туре от	Building					
	a. Legal status of the Applicant		0	wner	Les	ssee	Power of	Attorney	Others	(menti	ion specifi	cally)
	Contact details:		Phone No	D.		Mobile			E.Mail:			
	b. Name and Address of the ov	vner (if	the applic	ant is not th	e owner)							
	Contact details:		Phone No	D.		Mobile			E.Mail:			
2	Address of the Premises for wh	nich wa	ter / sewe	r connectio	ns sought				<u> </u>			
	a) Whether the connection is fo	r New E	Buildina		Yes	No		the connec	tion is for		Yes	No
	,						Modified	Building				
	c) Whether Alteration to existing	g water/	sewer co	nnection	Yes	No	h) Whothor	Diaphragm	Chambor			
3	a) Whether Rainwater Harvestin	ng struc	ture provi	ded	Yes	No		provided	Chambei		Yes	No
4	Metro Water Area			Depot No.		CMC No. h	y Corporation	on.	/	/		
•	Corporation Zone			Division /				er CMC No.				
	(or Local Authority Name)			Ward No.		Local Author			•			
5	Calculation of equivalent dwelling	g units	and conn	ection char	ges:							
		Are	a per	D '14		Equivalent		dwelling	А	moun	t (in Rs.)	
SI. Io	Utility of the Building	dwelli	ng unit		p Area q.m)	dwelling units	Unit (i	in Rs.)				
		(in s	Sq.m.)			(in nos.)*	Water	Sewer	Water		S	ewer
	( 1)			Re	esidential i	ndependent	houses	1	I		T	
	(a1) upto 500 sq.ft. (46.47 sq.m)	Upto	46.47			1	100	100				
1	(a2) upto G+1		e 46.47 o 100			1	5000	5000				
	(a3) upto G+1		ve 100				7500	7500				
_	(ab) upio 0+1		0 200						101			
2				entiai bulid	ings/flats (	Buildings n		and above a	ind flats)			
	(b) All other Buildings / Flats	Upt	o 200				7500	7500				
					Non F	Residential*	* 	Ī	T			
2	Category - A	1	00				7500	7500				
ر	Category - B		50				7500	7500				
	Category - C	2	25				7500	7500				
4		N	Vixed use	of building	gs (partly r	esidential a	nd partly co	ommercial e	etc.)		1	
	Residential	Upto	o 200				7500	7500				
	Commercial	-	Sl.No.3				7500	7500				
5		ab	oove	Red	connection	/ Shifting /						
_	Reconnection of service connec											
	disconnected for non-payment of and charges /Shifting / Renewa			ive of built u for single o		1	7500	7500				
	existing connection		calego.)									
	AT 1 (1) 11 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			** 5.			Total i					
3	*To be filled in by Applicant  Amount Payable			** Please s	see the guid	elines for re	ievant categ	ory				
J	<u>-</u>	ted abo	ove) for w	ater				Rs.				
Connection charges (as calculated above) for water  Connection charges (as calculated above) for sewer  Advance tax wherever applicable (as per para 3 of guidelines)							Rs.					
				s)			Rs.					
	Meter testing charges (as per pa	ara 4 o	f guideline	es)				Rs.		_		
	Material Cost wherever applicab	ole (as p	per para 5	a of guidelii	nes)			Rs.				

Rs.

Rs.

**Total Amount** 

Charges for Private Street, wherever applicable (as per clause para 5b of guidelines)

#### **DECLARATION OF THE APPLICANT**

I/We have taken note of the contents of all guidelines and instructions.

As per the item No.11 (a) of the guidelines, I/We have made proper rainwater-harvesting arrangements and will maintain the same properly.

As per the Item No.11 (b) of the guidelines, I/We have constructed proper Diaphragm chamber arrangement and will maintain the same properly.

I know that sewerage system is meant only for conveying liquid Toilet waste. I therefore hereby undertake that I shall not discharge solid/Kitchen waste into the sewer system and in case of violation, Metro water will disconnect my sewer line.

I/We hereby undertake to promptly report the additional charges to Metro Water Board in case of any change in use of the building and in built-up area.

I/We declare that this is a new building constructed by demolishing the old building and the old water/sewer connection were already disconnected (for demolished building only).

I /We, declare that, I have paid arrears of Water/Sewer Tax and charges payable to Board.

I/We, agree to pay penalty in case of default as indicated in the guidelines and instructions mentioned in the application form.

I/We agree to forego the connections and connection charges in the event of any objections raised by Corporation of Chennai/CMDA.

I/We am/are aware the tariff structure of water/sewer charges of the Board and abide by the Rules and Regulations of Metro Water Board.

(strike whichever is not applicable)

Place:
Date:

Signature and name of the applicant.

#### **OFFICE PURPOSE ONLY**

The following are also to be ensured before effecting New Connection / Re-Connection / Renewal / Shifting :-

- 1) Requirement of Completion Certificate as per circular instructions in force.
- 2) The payment of Full Infrastructure Development Charges payable to CMWSSB by the applicant of Special / Multi Storeyed Buildings.
- 3) The payment of Tax and Charges for the Old CMC Number.
- 4) The payment of Unpaid / Under Paid Infrastructure Development Charges, Connection Charges etc., if any.

Remarks, if any:

#### **GUIDELINES / INSTRUCTIONS TO THE APPLICANTS**

- 1. a) Applicants are requested to read the application form thoroughly and then fill.
  - b) While measuring the area of the building for calculating the number of dwelling units, the covered car parking, covered portico, covered staircase, Head rooms etc. should be taken into account. However, the portion of Open to Sky (OTS) need not be included.
  - c) In case of flats/apartments, equivalent dwellings should be calculated for each flat/apartment based on SI.No.2 in the table.
  - d) In respect of mixed use buildings (Buildings having domestic and commercial) separate details should be furnished for the area occupied for residential and non-residential purpose and total amount payable should be worked out while calculating equivalent dwelling unit. For this purpose applicant should furnish the details of flats/apartments under residential category and other categories separately.
  - e) For residential building having commercial utility also it can be considered as fully commercial when the total built up area is equal to or within one equal unit, under respective classification A or B or C whichever is applicable.
    - <u>Illustration</u>: 90 sq.m. built up area having both residential and commercial use, then, it will be calculated as one unit of commercial unit.
- 2. **NON-RESIDENTIAL:** In respect of non-residential/commercial buildings the connection charges will be computed based on "Equivalent dwelling Units" basis the term to be reckoned as detailed below.

<u>CATEGORY 'A':</u> Offices, Hospitals without inpatient facilities, Educational Institutions without Boarding and Lodging, Temples, Churches, Mosques, guest houses, shopping / commercial complexes, Cinema Theatres, Factories with or without toilets, consulting room of all kinds and similar type of buildings, every 100 sq.m of built up area or part thereof, is calculated as one dwelling unit. <a href="Illustration">Illustration</a>: If the area is 170 Sq.m then the total area is divided by 100 Sq.m. and calculated as two dwelling units.

<u>CATEGORY 'B':</u> Hotels, Restaurant, Educational Institutions with Hostels, Lodging Houses, Marriage Hall, Hospitals with Lab & Diagnostic facilities only and without inpatient facility and any other buildings of similar natures, every 50 sq.m of built up area or part thereof is calculated as one dwelling unit. <u>Illustration:</u> If the area is 170 sq.m. then the total area is divided by 50 Sq.m. and calculated as four dwelling units.

<u>CATEGORY 'C':</u> Hospital with inpatient facilities, every 25 sq.m. of built up area or part thereof is calculated as one dwelling unit.

<u>Illustration</u>: If the area is 170 Sq.m then the total area is divided by 25 Sq.m. and calculated as seven dwelling units.

- 3. Applicant has to pay Rs.3,000/- per equivalent dwelling unit as advance tax if the building is not assessed for water and sewerage tax.
- 4. All buildings shall be given metered connection with bore size given below except residential buildings seeking hand pump connection and Meter testing charges has to be paid on the following basis:

SI. No	Equivalent Dwelling Units	Bore size for water connection (in mm)	Size of sewer connection (in mm)	Meter testing charges (Rs.)
1	Up to 6	15	100	100
2	7 to 20	20	150	200
3	21 to 40	25	150	300
4	41 to 70	32	150/250	400
5	Above 70	40	250	500

- 5. a) Wherever Metrowater laid house sewer connection upto compound wall of premises, applicant has to pay Rs.350/- per connection as cost of material along with sewer connection charges.
  - b) Applicant from Private Street where Metrowater laid sewer mains has to pay Rs.330/- additionally.
  - c) Applicant has to supply material for road portion work and has to pay extra road cut charges if it is newly laid road, since the connection charges includes only single road cut restoration charges. In case of water connection, the applicant should use MDPE pipes.
- 6. a) Only one water connection will be provided for group of flats housed in one block.
  - b) While paying water/sewer charges the Flat Owners/Associations have to pay the required charges considering each Flat/Apartment as a separate consumer as per respective category even though a single water connection is given for the multi-storeyed buildings.
  - c) In case some of the flats are not occupied, the promoter / flat owners association has to pay water/sewer charges till the flats are occupied by the owners or sold by the promoter. In Multi-Storeyed buildings whether all the flats are occupied or not water/sewer charges have to be paid for all the flats from the date of effecting connection by the Promoter / Flat Owners Association.
- 7. Payment of connection charges can be made at Canara Bank Branch located at No.1, Pumping Station Road, Chintadripet, Chennai 600 002 at Metrowater Head Office only.

- 8. The filled up application form along with receipt for the payment for the connection charges and necessary enclosures must be registered at the registration counter of CMWSSB Head Office at No.1, Pumping station Road, Chintadripet, Chennai-600 002 in person before 3.00 p.m. on all working days or by post. Applicants are requested to get the acknowledgement from the registration counter on submission of application.
- 9. Applications can be obtained at free of cost at all the Metro water Depot offices, Area offices and Head office. Application can be downloaded from the Board's Web site <a href="https://www.chennaimetrowater.tn.nic.in">www.chennaimetrowater.tn.nic.in</a>
- 10. Connection will be sanctioned pending inspection based on the voluntary declaration of information furnished by the applicant.
- 11. a) Water/Sewer connection shall be effected only to the buildings which have proper rainwater harvesting arrangements.
  - b) Water and sewer connections shall be effected to Hotels, Marriage Halls, Cattle yards, Educational institutions, Hospitals with Laboratory and Diagnostic facilities, Hospitals with inpatient facilities, Hostels, Guest Houses, Cinema Theatres, Factories and Restaurants including Canteens, any building/premises housing any of the above facilities provided they have a proper Diaphragm chamber to arrest the solid waste/Kitchen waste.
- 12. CMWSSB has dispensed with the system of licensed plumbers for submission of water/sewer applications. The proposal in the application can be self certified by the applicant.
- 13. If the information about the category and the area of the building furnished by the applicant is found to be wrong, the applicant has to pay two times of the difference amount additionally.
- 14. If any addition or deviation or alteration and change in usage of building is made in future, it should be informed to Metrowater for regularization within three months time failing which connections will be disconnected. In such cases while availing the fresh connection penalty will be levied along with fresh connection charges (Two times the regularisation charges).
- 15. At the time of connection, if the vital informations (i.e., production of copy of forgery documents) furnished by the applicant are found to be wrong no connection will be effected and the connection charges already paid by the applicant will be forfeited.
- 16. The following documents are to be attached along with the application (Enclosures)
  - i) True copy of plans sanctioned by CMDA/Corporation of Chennai/Local Authority.
  - ii) Copy of Notice issued for assessment of property with floor wise assessment details.
  - iii) Copies of acknowledged letters seeking assessment of property tax, water and sewerage tax (If not assessed)
  - iv) a) Drawings showing internal plumbing work and connection to public water/sewerage main with length, nature of Road portion such as mud/platform, Tar Bitumen / WBM etc., singed by owner/applicant.
    - b)The applicants seeking water and sewer connection for Residential Independent House upto 500 sq.ft., need not enclose the drawing showing internal plumbing works etc. but built up area statement to be furnished with applicant's signature (specimen copy enclosed).
  - v) Registration No. of sewer application with copy of the challan for having paid the connection charges if already sewerage facilities availed.
  - vi) a) Proof of having paid taxes / charges up to date (photocopy to be enclosed)
    - b) For address proof, the copy of Ration card should be enclosed by the applicants seeking sewer/water connection for the residential independent house upto 500 sq.ft.
    - c) The acknowledged copies of letters seeking assessment for tax from Corporation of Chennai/Local Authority and CMWSSB should be enclosed by the applicants seeking water connection for the Residential Independent House upto 500 sq.ft. Advance tax need not be paid by these applicants.
  - vii) True copy of Completion certificate issued by the CMDA/Corporation of Chennai/Local Authority wherever applicable.
  - viii) Proof of having paid Infrastructure Development charges to CMWSSB where ever applicable (photo copy to be enclosed)
  - ix) Area of floor wise details for each dwellings/ flats / apartments (to be enclosed in a separate sheet).
  - x) a) An Indemnity Bond in the specimen copy attached to be enclosed on a Non-Judicial Stamp Paper of Rs.20/- incorporating the conditions and the same to be attested by the Notary Public.
    - b) In the case of applicants having residential independent house upto 500 sq.ft. area, an undertaking letter incorporating the conditions should be enclosed (specimen copy enclosed) instead of Indemnity Bond on a Non-judicial stamp paper of Rs.20/- .
  - xi) Two Copies of Infrastructure Development Charges calculation sheet signed by the owner in applicable cases

# CHENNAI METROPOLITAN WATER SUPPLY AND SEWERAGE BOARD FORM TO BE ENCLOSED BY THE APPLICANT

#### DECLARATION FOR THE HOUSES UPTO 500 SQ.FT.

From		Date:
То		
Area- CMW	rea Engineer- SS Board, nai – 600	
Sir,		
	I have a built up house having sq.ft. located at	
	As I have to apply for water/sewer connection, I am furnishing the fo	llowing details:
1.	The built up area of the house :(sq.ft.) /(sq.m.)	
2.	The house is Residential Independent house.	
3.	I have not provided sump and No. of water closet is one only.	
4.	Our street is having water / sewer main, hence I am applying for wall am declaring that the above statements are true to the best of my I	
	Name and Signatu	ure of the Applicant.

## CHENNAI METROPOLITAN WATER SUPPLY AND SEWERAGE BOARD (FORM TO BE ENCLOSED BY THE APPLICANT)

#### UNDERTAKING FOR RESIDENTIAL INDEPENDENT HOUSES UPTO 500 SQ. FT.

To

The Area Engineer, CMWSS Board, Chennai – 600

١.	I/Wehave constructed
	a residential independent house upto 500 sq.ft. at,
	For this house, I/We have applied for water/sewer connection vide W. A. No,
	S. A. No dated To avail water/sewer connection for the above house,
	I/We enclosed the copies of Ration card / upto date Metro Water Tax and charges paid receipt /
	copies of acknowledged letters seeking assessment of property tax, water and sewerage tax.

- 2. I/We have not made structural provisions for future construction.
- 3. If any addition of construction or alteration and change in usage of building is made in future, I/We will follow the rules and regulation of CMWSS Board and inform to the Board also I/We will make payment of necessary additional charges to the Board.
- 4. In the event of any objections raised by the Corporation of Chennai or CMDA, regarding the construction of the above building, and I / We agree to disconnect the water and sewer connection at my / our own cost.
- 5. I / We further declare that I / We am / are aware of tariff structure of the Board.
- 6. I / we will pay water / sewer taxes and charges promptly.
- 7. Availing water / sewer connection is not my right and agree to forego the water and sewer connections and connection charges for any lapse in payment of water / sewer tax and charges for the premises and I agree to disconnect the water and sewer connection at my own cost.
- 8. In case of disconnection I agree to pay the necessary reconnection charges.
- 9. Myself / ourselves and my / our successors in interest shall abide by the aforesaid declaration of this Deed of Indemnity.
- 10. The facts stated above are true and correct.

Name & Address of Witnesses with Signature

1.

Name & Signature of the applicant with address for which seeking water/sewer connection

### **DECLARATION FOR RAIN WATER HARVESTING**

From	Date:
То	
The Area Engineer -	
CMWSS Board,	
Chennai – 600	
Sir,	
I have completed the Rain Wat	er Harvesting Structure in the above addressed
building with good working condition.	I assure that I will maintain the same in good
working condition in future also.	
	Yours faithfully,

### MODEL

## Letter to Revenue Department, Corporation of Chennai

From	
То	The Devenue Officer
	The Revenue Officer, Zone –
	Corporation of Chennai,
	Chennai – 600
Sir,	
	I have a property located at
for the	e above property.
	Hence, I request to assess my property to levy tax.
	Yours faithfully,
	MODEL
	MODEL Letter to Finance Department, Motro Water
	MODEL  Letter to Finance Department, Metro Water
From	
From	Letter to Finance Department, Metro Water
	Letter to Finance Department, Metro Water  The Finance Department,
	Letter to Finance Department, Metro Water  The Finance Department, CMWSS Board,
	Letter to Finance Department, Metro Water  The Finance Department,
То	Letter to Finance Department, Metro Water  The Finance Department, CMWSS Board, No.1, Pumping Station Road,
	Letter to Finance Department, Metro Water  The Finance Department, CMWSS Board, No.1, Pumping Station Road,
То	Letter to Finance Department, Metro Water  The Finance Department, CMWSS Board, No.1, Pumping Station Road,
То	Letter to Finance Department, Metro Water  The Finance Department, CMWSS Board, No.1, Pumping Station Road, Chintadripet, Chennai – 02.
To Sir,	Letter to Finance Department, Metro Water  The Finance Department, CMWSS Board, No.1, Pumping Station Road, Chintadripet, Chennai – 02.
To Sir,	Letter to Finance Department, Metro Water  The Finance Department, CMWSS Board, No.1, Pumping Station Road, Chintadripet, Chennai – 02.  I have a property located at
To Sir,	Letter to Finance Department, Metro Water  The Finance Department, CMWSS Board, No.1, Pumping Station Road, Chintadripet, Chennai – 02.  I have a property located at

Yours faithfully,