

# Property access for meter reading

Email: [info@water.co.nz](mailto:info@water.co.nz)

Phone: (09) 442 2222

Website: [www.watercare.co.nz](http://www.watercare.co.nz)

Provide Watercare with access to your property using a supplied key or remote for the sole purpose of meter reading

## Important information

Please return this completed form and key or remote to Watercare via one of the following options:

**Courier or drop-off** – Watercare reception, 73 Remuera Road, Newmarket, Auckland. These are our preferred options. Please note, this is not a postal delivery address.

**Post** – Watercare, Private Bag 92 521, Wellesley Street, Auckland, 1141. Please see the section on key security below.

**If you have a dog or other animals that a meter reader would encounter on your property, please phone us to discuss options before filling in this form.**

## 1. Your relationship to the property

Owner

Authorised tenant

Authorised agent

If you are an authorised tenant or agent

I confirm that the property owner is aware that I have supplied a key

## 2. Your details

First name

Last name

Company name (if applicable)

Email

Phone ( )

Mobile

## 3. Account details

Watercare 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"/>	-	<input type="text"/>	<input type="text"/>
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Meter number (if known)

<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"/>	<input type="text"/>	<input type="text"/>
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## 3. Key details

Type of key supplied:

Key

Remote

Swipe card

Key/remote use (e.g. front gate, padlock)

Please draw a basic diagram of your property, showing the location of the gate or access point that the key is used for and the water meter

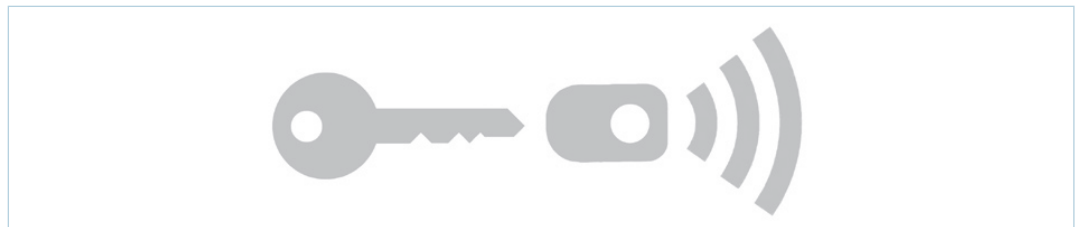
Does this key give us access to more than one meter?  Yes  No

If yes, please state which meters inside your property boundary we can access with this key

Do you require a text message reminder the day before we read the meter?  Yes  No

If yes, please provide mobile number

Affix key or remote here



## 4. Key security

Posting a property key or remote is done at your own risk. We recommend that you use a courier service offering a 'track and trace' option, or drop it off at Watercare reception. **For security reasons, please do NOT write the property address or any personal details on the package or envelope.**

Keys are stored securely and are only taken out when required for meter readings.

## Authorisation

I declare that the information on this form is true and correct and authorise Watercare and its contractors to use the enclosed key/remote to access my property.

Name

Signature

Date

## Privacy

We may use this information to process your application, update our records or help improve our services. We will not disclose it unless required by law. You have the right to access your information, and you can ask us to correct any errors.