

# Tenancy details

Please email your completed application to [revenue@citywestwater.com.au](mailto:revenue@citywestwater.com.au) or fax it to (03) 9313 8006.

**Please note:** All fields are mandatory for applications to be processed. Incomplete applications will be returned for full completion.

Property address:

Date property tenanted (entry date):

## Principal tenant

First name (if a company please provide company name):

Surname:

Date of birth:

Home phone number:

Mobile number:

Work phone number:

Email address:

Tenant identification – please provide **one** of the following (businesses must provide their ABN in 'Other' field).

Identification type	Identification number	Expiry date
Driver's licence		
Medicare card		
Health Care card		
Pension card		
Passport number		
Other (please specify)		

## Secondary tenant (if applicable)

First name:

Surname:

Date of birth:

One contact phone number:

Secondary tenant identification

Identification type	Identification number	Expiry date
Driver's licence		
Other (please specify)		

Applicant's name (please print clearly):

Applicant's signature:

Date:

## For agent's completion

Tenant's previous address:

Managing agent's details:

Do you wish to receive a SMS advising this application has been processed? Yes No

Mobile:

At least two working days notice is required (to enable a meter reading to be undertaken) before a tenant can be made liable for water usage and sewer disposal charges. If you are a pension card holder, you may be eligible for a rebate on water usage charges. Please phone 131 691 for more information. Please note City West Water does not bill tenants directly for water usage on commercial properties.