

# Application for Sub-meter Certification

ABN 95399253048  
Telephone 4913 5000 or 1300 790 919  
Postal PO Box 2292 Yeppoon 4703  
Enquiries [www.livingstone.qld.gov.au/OnlineServices](http://www.livingstone.qld.gov.au/OnlineServices)



Did you know you can [apply online?](#)

PRIVACY NOTICE: Livingstone Shire Council is collecting your personal information in order to provide the requested service and to update Council's records.

Owner Details	
Name	
Body Corporate Name (if applicable)	
Postal Address	
Contact Number	
Email	

Meterable Premises Details		
Address		('the Meterable Premises')
Site Description (Lot and plan)		
Details of Council's current water meter (to be Master Meter)	Meter no: _____ Size of meter: _____ mm	
Details of sub-meters	How many sub-meters? : _____ * Attach site plan indicating the location of all sub-meters.	
Are the sub-meters attached to an Automatic Meter Reader (AMR) system?	<input type="checkbox"/> YES <input type="checkbox"/> NO	
If <b>yes</b> provide location details for AMR:		

Acknowledgement
By submitting this form, I/We acknowledge that the provisions of Council's Sub-metering Policy and Procedure are applicable and request Council to inspect the sub-meters installed at <i>the Meterable Premises</i> .
<b>Note:</b> If this application relates to a complex of meterable premises and is not being submitted by the Body Corporate, evidence must be provided to demonstrate the application is supported by all registered owners within the complex.

## Payment Options

Refer to Council's Current [Fees and Charges](#) for details.

Payment must be made when the form is submitted – forms will not be processed until payment is received.



**MAIL** - Make your cheque/money order payable to Livingstone Shire Council and mail to PO Box 2292, Yeppoon QLD 4703.

**EMAIL** – email the completed form to [enquiries@livingstone.qld.gov.au](mailto:enquiries@livingstone.qld.gov.au).  
Customer Service Staff will contact you regarding payment.



**IN PERSON** -You can pay this account at any of Council's Customer Service Centres:

**Yeppoon** (Town Hall, 25 Normanby Street or  
**Emu Park** (Library), 7-9 Hill Street



**ONLINE SERVICES** – Visit [www.livingstone.qld.gov.au/onlineservices](http://www.livingstone.qld.gov.au/onlineservices).