**New Connection Procedure Process**

**Domestic**

1. Customer applies for quotation. Required documents / Forms to fill:

* Proof of ownership (title deed/certificate of rights or land overseer lease agreement)
* Valid ID (Omang for citizens and valid passport for non-citizens).
* Customer fills form A, Agreement for water supply and Waste water application form

**NB.*****Customer must not be owing water anywhere else.***

***If the forms are filled by the plot owner’s spouse, there should be an authorizing letter and a certified copy of ID.***

***Official stamp expires after 3 months*.**

1. Customer requested to call for progress after 7 working days for quotation.
2. Customer asked to pay P2400.00; standard connection fee (P2000.00) plus refundable security deposit (P400.00). (3 months installment allowed but meter will only be installed after full payment). The charges may vary depending on the location. *Customers are encouraged to pay over the counter to avoid delays.*