VICTORIAS CITY WATER DISTRICT COMMERCIAL DIVISION Quirino Street, Victorias City, Negros Occidental

APPLICATION FOR WATER SERVICE CONNECTION

(Inspection & Investigation Form)

	91 ⁹ 9 (1997)(1997)(1994) 1999 (1997)		DATE:			
NAME OF APPLICANT: SERVICE ADDRESS;		na anna agus an anna an a	e ne al anc has fallen a constant a su and a su			
ENGINEERING DIVISION			COMME	RCIA	AL SERVICES	DIVISION
INVESTIGATION AND WORK TO BE DO	ONE		A	SS	ESSME	NT
1. EXCAVATION, LENGTH, AND SIZE OF PRO SERVICE CONNECTION. TYPE OF ROAD, OTHERS.		INSTALLA (Labor, 1 the tapp GUARAN TRANSFE	ATION & INVE ATION FEE materials (12 bing point up NTEE DEPOSIT R FEE ALS (PERSON/ DESCRIPTIO	to the	ters) from ne meter)	P
		QIT.	DESCRIPTIO	<u>N</u>	PRICE	er sonale e
II. MATERIALS NEEDED: QTY DESCRIPTIONS				1	99-19-20-20-20-20-20-20-20-20-20-20-20-20-20-	
			SSESSMENTS - SSED BY:			
		ASSE	33ED DT.		and a second second second second second	SEL D. MOYANI Service Assistant, B
			CA	S ł	IIERI	N G
			OFFICIAL RE	CEIF	Ϋ́T NO.	
III. USAGE CLASSIFICATION:			DATE OF PA	YME	NT:	
/ / RESIDENTIAL / / INDUSTRI / / GOVERNMENT / / BULK SAL / / COMMERCIAL	· · · · · · · · · · · · · · · · · · ·		AMOUNT:			P
INSPECTED BY:						
	ŀ	LOCATED	IN FRONT OF		MARKS HOUSE OF	
PLUMBER					ten gan ver met ven som get gen mer det ved gen, dag og	
APPROVED BY:	•	INTERVIEW	ED BY:			
Water System Development Offic	cer, Il	DATE:			te alle sud that has see take that dat and the spectrum gauges	

Republic of the Philippines

VICTORIAS CITY WATER DSITRICT

Quirino St., Victorias City, Negros Occidental

APPLICANT DATA SHEET

NEW SERVICE APPLICA	TION		DATE:			
SERVICE RE-APPLICAT	ON					PICTURE 2 x 2
		homeses and				
APPLICANT INFORMA	TION					
LAST NAME						
FIRST NAME	•					
MIDDLE NAME	-	2				
ADDRESS						
TEL./CEL. NO.						
OCCUPATION					:	
	•			ID NO.	:	an a
COMPANY ADDRESS	:				Non-the descention with states principle states are principle and the states of the states of the states of the	-
COMPANY TEL. NO.	:			ANNUAL GROSS IN	COME:	
DATE OF BIRTH	:			PLACE OF BIRTH	:	
SEX	:			CIVIL STATUS		
CITIZENSHIP				EMAIL ADDRESS		
NUMBER OF CHILDREN	l:			NO. OF HOUSEHOL		
NAME OF SPOUSE (If I	Married)					
LAST NAME						
FIRST NAME				an a		
MIDDLE NAME	•					
TEL./CEL. NO.					•	
OCCUPATION	(2)			ID NO.	•	n dig di nangkan Persetakan di katala katala di katala di katala katala katala katala katala katala katala kat
COMPANY ADDRESS	:			10 110.	•	anna an an Anna an Ann
COMPANY TEL. NO.	:			ANNUAL GROSS IN	COME:	
RESIDENCE STATUS:	Devel				HAR STATE A TOWN	
RESIDENCE STATUS:	Rent:					
	Own:					
	Others:	S	specify: -	-	12.010p.0.111.110.111.111.111.111.111.111.	
IF RENT, WRITE THE FL	JLL NAME OF	THE OW	NER			
LAST NAME	:					eby authorize the above-
FIRST NAME						name to apply for a service to my house/building.
MIDDLE NAME						
		400 year of the second access				
PURPOSE OF WATER S	ERVICE ADDI				Sigr	nature of Owner

REPUBLIC OF THE PHILIPPINES VICTORIAS WATER DISTRICT Quirino Street, Victorias City Negros Occidental

METER ACCOUNTABILITY INVOICE AND ACCESSORIES

то:	 M.O. #
ADDRESS:	 MIA #
WM SERIAL #:	DATE:

TERMS AND CONDITIONS

In consideration for the above mentioned meter and meter stand, receipt of which is hereto acknowledge and I hereby agree:

That I have read and fully understand the provisions of Section 16, 17 & 18 of P.D. 198, the Rules and Regulations regarding meter, and to be bound by it the provisions of which are reproduced hereof.

EXCERPTS FROM THE MINUTES OF THE REGULAR BOARD MEETING OF THE VICTORIAS WATER DISTRICT PER RESOLUTION NO. 20, DATED JUNE 29, 1993.

1. WATER METER- All water connections must be metered. The meter shall be placed at an accessible place and shall at no time be obstructed and shall be near to the water main as may be practiceable. All meters connected with the supply shall be under the control of, tested and sealed by the district and shall not be removed, relocated or otherwise changed without the knowledge and consent of the District.

2. **METER READING**- An authorized Meter Reader shall make meter reading monthly. However, a special reading may be made upon the request of the consumers in case where a property changes ownership or tenant. Such reading shall be entered upon a house card, which shall be tackled in a convenient and safe place, as near to the meter as possible.

3. **DAMAGE TO METER**- The water consumer shall be held liable for any damage to the meter due to his negligence or carelessness. It shall be the responsibility of the owner of the property to protect the meter and the inlet valve as a result of such physical damage shall be included in the next bill.

4. **METER TESTING-** When the accuracy of the meter is questioned, the district upon request will cause an official test to be made at its own expense. The consumers shall be notified of the time and place of such test or may be present before the District will make such test. The meter shall be tested on variable rated delivery and if the average registration is more than FIVE (5) percent in excess of the actual quantity of water passing through the meter, the District shall refund to the consumer the overcharge based on the month when the complain was made unless it can be shown that the error was due to some cause for which the data can be fixed. In this case, the overcharge shall be computed back to and not beyond such time. The consumer shall pay the amount of ONE HUNDRED PESOS (P100.00) upon request of such test as service charge.

ATTESTED:

CONFORMED:

ENGR. ABRAHAM J. DE DIOS JR. General Manager

Signature of Consumer

VICTORIAS CITY WATER DISTRICT Victorias City, Negros Occidental

1

SERVICE	APPLICATION AND CONSTRUCTION ORDER	2
APPLICANT:	INVESTIGATION	RESULTS OF APPLICATION
ACCOUNT NO.	System is / / Adequate / / Not Adequate	
SERVICE ADDRESS:	/ / Others	
I hereby apply for a water service connection, size to be located at	INVESTIGATED BY:	
I understand that installation of water connection will not be made until it is approved and all charges are paid. I assume responsibility for the meter and all water that passes through the connection. I will conform to the Rules & Regulations of the Victorias Water District.	A S S E S S Application & Investigation Fee Installation Fee (Labor & Materials) Other Charges: Materials (excess/personal) Reconnection Fee Guarantee Deposit Water Bill Account	M E N Y S D U E P PAYMENTS DATE:
Applicant's Signature Date	TOTAL ASSESSED FEES	<u>P</u>
SKETCH OF LOCATION OF THE PROPOSED SERVICE CONNECTION:	APPROVED FOR CONSTRUCTION:	INSTALLED BY:
	LINOT. BASCUG Division Manager	Plumber
	Date of Approval:	Date Installed:
	SERVICE CONNECTION RECORDS:	
	Service Connection #	INSPECTED & APPROVED BY:
	Water Meter Size Serial Number Initial Reading	DANILO N. ESPERA Water Utilities Development Officer

Victorias City Water District

Victorias City, Negros Occidental

		Memo Number:	
	BILLING ADJUSTMENT MEMO	Date:	 -
		Bill Number:	
Concessioner:		Zone No.:	
Account Number:			

EXPLANATION

AS BILLED	SHOULD BE	INCREASE	ACCOUNT		AM	OUN
		(DECREASE)	TITLE	No.	Debit	Credit
cu. m	'cu. m	cu. m	Accounts Receivable			
WB			Income from Waterworks System			
PEN						
ARR						
OTHER AMOUNT						

Prepared By:

Approved By:

BASCUG, LINO CORNELIO CECILIO T. DIVISION MANAGER C

PANISALES, ERNESTO JR. P.

Doc. Date:



VICTORIAS CITY WATER DISTRICT APPLICATION FOR SENIOR CITIZEN DISCOUNT AVAILMENT

NAME:	CODE NO.	_
DATE OF BIRTH:	ACCOUNT NO.	
DOCUMENTARY REQUIREMENTS SUBMITTED:		

- □ APPLICATION LETTER
- □ PICTURE HOLDING THE LATEST NEWSPAPER
- □ PROOF OF RESIDENCE/BARANGAY CLEARANCE
- □ VALID SENIOR CITIZEN CARD ID NO.
- □ AUTHORIZATION LETTER

(IF APPLYING THROUGH REPRESENTATIVE)

GOVERNMENT ISSUED ID

(OF THE REPRESENTATIVE)

CONDITIONS FOR AVAILMENT:

- 1. THE SENIOR CITIZEN MUST BE A RESIDENT OF THE HOUSEHOLD.
- 2. CONSUMPTION SHOULD NOT EXCEED 30 CUBIC METERS.
- 3. THIS IS GRANTED BY HOUSEHOLD REGARDLESS OF THE NUMBER OF SENIOR CITIZENS LIVING THEREIN.
- METER REGISTRATION SHOULD BE IN THE NAME OF THE SENIOR CITIZEN FOR A PERIOD OF ONE (1) YEAR.
- 5. THE APPROVED APPLICATION ID VALID FOR A PERIOD OF ONE (1) YEAR AND SUBJECT FOR RENEWAL.

SIGNATURE OVER PRINTED NAME OF THE APPLICANT

DATE

EDSEL J. MOYANI EVALUATED BY LINO T. BASCUG RECOMMENDED APPROVAL

ABRAHAM J. DE DIOS JR. APPROVED

APPRO

VICTORIAS CITY WATER DISTRICT DAILY REMITTANCE SLIP (A.M.)

VICTORIAS CITY WATER DISTRICT DAILY REMITTANCE SLIP (P.M.)

Date		Time	
CASH:	Count		Total Pesos
P1,000.00			
500.00			
200.00			
100.00			
50.00			
20.00			
10.00			
5.00			
1.00			
0.25			
0.10			
0.05			
		TOTAL	

CHECKS:

Customer Name	Check #	Amount
	TOTAL	

CASH:	Count	Total Pesos
P1,000.00		
500.00		
200.00		
100.00		
50.00		
20.00		
10.00		
5.00		
1.00		
0.25		
0.10		
0.05		

CHECKS:

Customer Name	Check #	Amount

	TOTAL	

CASH PAID OUT:

Paid To	Reason	Amount
	TOTAL	

TOTAL AMOUNT REMITTED

Remmitted by:

Received by:

Keminited by

Received by.

MAY B. MOLATO

NORBERTO L. CALINSAG, JR.

OR#__

CASH PAID OUT: Paid To Reason Amount TOTAL

TOTAL AMOUNT REMITTED

Remmitted by:

Received by:

MAY B. MOLATO

OR#

9, JR.

NORBERTO L. CALINSAG, JR.

VICTORIAS CITY WATER DISTRICT COMMERCIAL DIVISION

MAINTENANCE ORDER

NAME:	DATE:	
ADDRESS:	M. O. #	
ACCT. NO		

NATURE OF WORK TO BE DONE:		ACCOM	APLISH	MENTS	:
		WM #	SIZE	KIND	READING
() METER LEAK () TPOINT-TRANSFER	REMOVE:				
() CHANGE WMETI () ML- LEAKAGE	SET:				
() METER SEAL () SL-LEAKAGE	OTHERS:				
() DEFECTIVE-WM () RECONNECTION					
() INSTALLATION OF NEW CONNECTION					
() DISCONNECTION FOR NON-PAYMENT OF WB-					
ACCOUNT.					
() DISCONNECTION DUE TO WATER PILFERAGE.					
OTHERS:					
DDEDADEN DV.	DATE OF	VODI CO	A TDE D'EDD		
PREPARED BY:	DATE OF V		MPLETED:		
EDSEL J. MOYANI	PLUMBER	S:			
Customer Service Assistant	CONFORM	1ED:	n come a succession of the succession of the		
			Water C	Consumer	
	REVIEWE	D AND API	PROVED B	Y:	
APPROVED BY:LINO T. BASCUG]]	DANILO E	SPERA		
Commercial Division Manager	Water	Resources	and Develo	pment Offi	cer

VICTORIAS CITY, NEGROS OCCIDENTAL

SERVICE REQUEST

NAME OF CONSUMER:	SR.#: U / 6 3
NATURE OF COMPLAIN: ()LOW PRESSURE ()RE-READ ()METER LEAK ()DIRTY WATER ()NO WATER ()ABRUPT INCREASE ()METER TEST OF CONSUMPTON	ACTION TAKEN:
OTHERS:(SPECIFY)	
	n (1999)
REQUESTED BY:	BY:
CONSUMER	PLUMBER/METER READER
REQUEST RECEIVED BY:	COMPLETED SERVICE REVIEWED BY:
DATE RECEIVED:	
	ENGINEERING DIVISION CHIEF/FOREMAN
APPROVED BY:CHIEF, COMMERCIAL DIVISION	CONSUMERS SIGNATURE:

Victorias City, Negros Occidental

METER READING SCHEDULE FOR THE MONTH OF

Zone	Reading Date	Due Date	Penalty Date	Discon. Date
011				
021				
031				
032				
041				
042				
051				
061				
071				
072				
081				
082				
091				
101				
111				
121				
122				
131				
141				
151				
161				
162				
163				
171				
172				
181				
182				
191				
192				
201				
202				
202				

Victorias City Water District

Victorias City, Negros Occidental

Meter Reading Sheet

Zone No.:

Meter Reading Date:

Book No. Meter Reading:

1	Customer Code	Name	Meter No.	Billing Address	Prev. Rdg	Cur. Rdg	Remarks
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
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29							
30							
31							
32							
33							
34							
35							
36							
-							



Victorias City, Negros Occidental

New Connection Logbook

Date	Concessionaire	Address	Account No.	Application No.	New Connection MO No.	Service Connection No.	Date Installed



Victorias City, Negros Occidental

Reconnection Logbook

Date	Concessionaire	Address	Account No.	MO No.	Date Completed	Remarks



VICTORIAS CITY WATER DISTRICT Victorias City, Negros Occidental

Service Request Logbook

Date	Concessionaire	Zone No.	SR. No.	Details	Remark	Date Completed	Person-in-Charge



Victorias City, Negros Occidental

Maintenance Order Logbook

Date	Concessionaire	Zone No.	MO. No.	Details	Remark	Date Completed	Person-in-Charge

 VCWD Requirement for New Connection Photocopy of one (1) valid government issued ID with three (3) specimen signatures and present the original ID Barangay Clearance Proof of ownership of property or authorization from the owner of property with proof of ownership One (1) 2 x 2 ID picture Vicinity Map VCWD Requirement for New Connection Photocopy of one (1) valid government issued ID with three (3) specimen signatures and present the original ID Barangay Clearance Proof of ownership of property or authorization from the owner (3) specimen signatures and present the original ID Barangay Clearance Proof of ownership of property or authorization from the owner of property with proof of authorization from the owner of property with proof of property or authorization from the owner of property with proof of property or authorization from the owner of property with proof of property or authorization from the owner of property with proof of property or authorization from the owner of property with proof of property or authorization from the owner of property with proof of authorization from the owner of property with proof of authorization from the owner of property with proof of property or authorization from the owner of property with proof of property or authorization from the owner of property with proof of property or authorization from the owner of property with proof of property or authorization from the owner of property with proof of property or authorization from the owner of property with proof of property or authorization from the owner of property with proof of property or authorization from the owner of property with proof of property or authorization from the owner of property with proof of property or authorization from the owner of property with proof property or authorization from the owner of property with proof property or authorization fro	 VCWD Requirement for New Connection 5. Photocopy of one (1) valid government issued ID with three (3) specimen signatures and present the original ID 6. Barangay Clearance 7. Proof of ownership of property or authorization from the owner of property with proof of ownership 8. One (1) 2 x 2 ID picture 9. Vicinity Map VCWD Requirement for New Connection Photocopy of one (1) valid government issued ID with three (3) specimen signatures and present the original ID Barangay Clearance Proof of ownership of property or authorization from the
owner of property with proof of ownership	owner of property with proof of ownership
14. One (1) 2 x 2 ID picture	4. One (1) 2 x 2 ID picture
15. Vicinity Map	Vicinity Map
 VCWD Requirement for New Connection 6. Photocopy of one (1) valid government issued ID with three (3) specimen signatures and present the original ID 7. Barangay Clearance 8. Proof of ownership of property or authorization from the owner of property with proof of ownership 9. One (1) 2 x 2 ID picture 10. Vicinity Map 	 VCWD Requirement for New Connection 1. Photocopy of one (1) valid government issued ID with three (3) specimen signatures and present the original ID 2. Barangay Clearance 3. Proof of ownership of property or authorization from the owner of property with proof of ownership 4. One (1) 2 x 2 ID picture 5. Vicinity Map
VCWD Materials Needed for Installation of New Connection	VCWD Materials Needed for Installation of New Connection
1 pc – Gate Valve ½ (brass)	1 pc – Gate Valve ½ (brass)
2 pcs – Adaptor ½ I.S.O	2 pcs – Adaptor ½ I.S.O
1 pc – Faucet ½	1 pc – Faucet ½
1 pc – Coupling ½ - G.I	1 pc – Coupling ½ - G.I
VCWD Materials Needed for Installation of New Connection	VCWD Materials Needed for Installation of New Connection
1 pc – Gate Valve ½ (brass)	1 pc – Gate Valve ½ (brass)
2 pcs – Adaptor ½ I.S.O	2 pcs – Adaptor ½ I.S.O
1 pc – Faucet ½	1 pc – Faucet ½
1 pc – Coupling ½ - G.I	1 pc – Coupling $\frac{1}{2}$ - G.I