



REPUBLIC OF THE PHILIPPINES
METROPOLITAN NAGA WATER DISTRICT
 40 J. Miranda Avenue, Naga City
 473-8438/ 0919-648-6369/ 0927-463-5596

ADMINISTRATION AND FINANCE GROUP
 COMMERCIAL SERVICES DEPARTMENT
 CUSTOMER SERVICES DIVISION

WATER SERVICE RECONNECTION APPLICATION

Please complete all sections of this application

AIO NO.:

DATE:

APPLICANT'S NAME (Last Name, Given Name, Name Extension, Middle Name/ Name of Institution)	ACCOUNT NO.	CONTACT NO.

I HEREBY APPLY FOR WATER SERVICE RECONNECTION LOCATED AT

REASON FOR DISCONNECTION		
<input type="checkbox"/> DEFAULT IN PAYMENT OF WATER BILL	<input type="checkbox"/> AS PER REQUEST OF THE CUSTOMER	<input type="checkbox"/> COMMISSION OF ILLEGAL ACTS

TERMS AND CONDITIONS

I hereby certify that I have no previous or outstanding accounts with the District, the former National Waterworks and Sewerage System (NAWASA) or the Metropolitan Waterworks and Sewerage System (MWSS).

I hereby grant the District unrestricted access to my lot, property, residence or structure to enable them to effectively perform their official duties;

I understand that a **TEN (10%) PERCENT LIABILITY CHARGE** shall be imposed on an unpaid current bill a day after the due date lapses; I understand **THAT FAILURE TO RECEIVE A BILL DOES NOT RELIEVE ME FROM LIABILITY**;

I am willing to abide to whatever subsequent water rate increase that might be imposed. **THAT SHOULD I DEFAULT IN THE PAYMENT OF ANY OF MY MONTHLY WATER BILL, THE DISTRICT, WITHOUT PRIOR NOTICE, IS AUTHORIZED TO DISCONNECT MY SERVICE LINE WITH OR WITHOUT MY PRESENCE AFTER THE PRESCRIBED PERIOD REFLECTED IN THE WATER BILL;**

I agree to notify the District when, as owner, I transfer the ownership of the lot, property, residence or structure where the water service connection is situated or when as a tenant, I am set to vacate the premises and completely settle any outstanding or current account I have with the District;

I understand that **NO ONE EXCEPT THE DISTRICT** shall at any time and in any manner operate, interfere or tamper with any part or component of the entire Metropolitan Naga Water District water-supply system. Violators shall be subjected to the sanctions of Section 31 (d) of the Provincial Water Utilities Act of 1973, as amended, and the Water Crisis Act and relevant provisions of the MNWD Utility Rules and Regulations and shall also be subjected to pay for any damage inflicted on affected MNWD properties;

I understand that the District shall not be responsible for any form of liability arising from low or high water pressure conditions, water-quality degradation or any interruption of water service that may occur and to disconnect the water service connection upon violation of any of the term in the Water Service Contract;

I will conform to all the utility rules and regulations and implementing guidelines of the Metropolitan Naga Water District now existing or which may hereafter be issued or promulgated;

I agree to abide with all the foregoing.

APPLICANT	LOT OWNER	HOUSE/BUILDING OWNER
Signature over Printed Name	Signature over Printed Name	Signature over Printed Name

Please do not write below this line [to be filled-up by MNWD personnel]

REQUIREMENTS	In case of absence of the line or lot owner:	
<input type="checkbox"/> Any valid ID w/ picture and signature of the line or lot owner (PHOTOCOPY)	<input type="checkbox"/> Any valid ID w/ picture and signature of the line or lot owner (PHOTOCOPY)	Type of Authorization : _____
<input type="checkbox"/> Certification for LGU-Assisted Applicants (ORIGINAL)	<input type="checkbox"/> Duly Notarized Special Power of Attorney (SPA) or Authorization Letter (ORIGINAL)	Name of Representative : _____
	<input type="checkbox"/> Any valid ID w/ picture and signature of representative from the immediate family who is within the 3rd degree of affinity or consanguinity (PHOTOCOPY)	Relationship : _____

DISCONNECTION DATE	ILLEGAL CONNECTION	VALIDATED
	<input type="checkbox"/> Positive <input type="checkbox"/> Negative	
		TEEJAY ALTAIR A. TORMES Utilities/Customer Service Assistant B

STATEMENT OF ACCOUNT

PARTICULARS	AMOUNT	REMARKS
RECONNECTION CHARGES	P	
WATER CONSUMPTION ASSESSMENT		
FINE		
OTHERS		
TOTAL	P	
PAID UNDER OR No./ DATE		

PREPARED	RECOMMENDING APPROVAL	APPROVED
SILVE B. CAO CUSTOMER SERVICE ASSISTANT D	CHERRY GRACE R. REGMALOS OIC DISCONNECTION & RECONNECTION SECTION	RICARDO B. FELIX III DIVISION MANAGER A