"YOUR LOCAL WATER SUPPLIER"
AQWEST

Real Estate Agent Notification

Section A – Agent Details (all fields compulsory)

Agency:			
Agency Contact Name:		Agency Phone:	
Agency Email Address:			
Agency Postal Address:			

Section B – Owner and Property Details

Owner Property Address:			
Owner Name(s):			
Owner Residential Address: ***(compulsory)***			
Owner Postal Address: *(if different to above)*			
Owner Email Address:		Owner Phone:	

Section C – Agent Declaration

Please tick one of the following:

☐	We have been appointed Managing Agent of the abovementioned property and request the **Aqwest full account (Annual Supply Charge and Water Consumption) and correspondence relating to this property** to be sent to our office on the owner's behalf.
☐	We have been appointed Managing Agent of the abovementioned property and request the **Aqwest Water Consumption portion of the account only** to be sent to our office on the owner's behalf. Please note: If the tenant holds a current concession card, refer to Section D for further options and information. (Health Care Card holders not eligible for concession).
☐	We **no longer manage** the abovementioned property and request future correspondence to be sent directly to the owner(s).

Please see over

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(08) 9780 9500
accounts@aqwest.com.au

www.aqwest.com.au

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Section D – Tenant Concession Information

☐ ☐	**CONSUMPTION ACCOUNT – TENANT HOLDS AN ELIGIBLE CONCESSION CARD** **YES** Tenant holds a current concession card *(Health Care Card holders not eligible for concession).* **YES** Transfer consumption into tenant's name - postal address care of Agency	
	TENANT INFORMATION	
	First Name:	
	Last Name:	
	Phone:	
	Email Address:	
	Move in Date:	
	For any eligible rebate to be applied, please ensure the tenant completes the concession application form - link from the Aqwest website provided below https://aqwest.com.au/forms/billing-enquiries-and-requests/apply-for-a-concession	
☐	**NO** Do not transfer consumption into tenant's name . **Tenant Pension/Senior Application form must be submitted by tenant each financial year to receive eligible rebate from Aqwest – link from the Aqwest website provided below** https://aqwest.com.au/forms/tenant-and-property-manager-forms/other-tenancy-forms-(downloads)	
Comments:		

Agent Signature:	**Date:**

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