

Private Water Supplies Registration Form

This form should be completed by owners or occupiers of premises served by a private water supply. Additional sheets of information may be attached to your registration form or use Annex 2 if required.

Q1 Full name and address of premises supplied by the private water supply:

Contact Name:

Company Name (if applicable) :

Address:

Postcode:

Telephone No.:

E-mail address:

Web address (for businesses):

Q2 Nature of premises/business:

Detail the purpose for which the premises are used such as private residence, commercial or industrial, production of food or drink for consumption (e.g. food/meat/bottled water/milk processor), restaurant, residential establishment (e.g. hotel, hospital, nursing home, hostel, school, B&B), holiday accommodation (e.g. campsite, holiday homes), dairy farm or specify any other business.

Q3 Full name and address of owner of land or private water supply (if different from Q1):

Name:

Address:

Postcode:

Telephone No.:

E-mail address:

Q4 Council Area of supply:

Name of the council area within which the private water supply is located. In the case of food premises, please also provide the name of EHO/ DARD officer for the premises.

Q5 Grid reference of source of supply:

Provide an appropriate grid reference of the location of the source of the private water supply, if known. This can be an Irish Grid Reference (e.g. D123456) or an 8-figure ordnance survey grid reference (e.g. E:1234; N:5678).

IGR:

or

E:

N:

Q6 Description of source/supply:

A description of the source(s) and the supply type:

- surface water – river/stream, lake, run-off from rainfall; or
- groundwater – borehole, well, spring.

Where possible, use Annex 1 to provide a schematic of the private water supply showing the source(s), premises supplied and any intermediate storage tanks or attach a copy of company's own schematic.

Q7 Purposes for which the water is supplied:

Details on the purpose for which the water is used i.e. domestic purposes (e.g. drinking, washing and cooking), production of food or drink for sale, washing crops (e.g. potatoes, apples), washing of equipment or surfaces which are in contact with final food product, supply of drinking water for employees or the general public (e.g. hotel, open farm) or any other use to be specified.

Q8 Average daily volume of water supplied:

An actual or estimated average daily volume of water used for domestic or food production purposes on your premises. This should be recorded in gallons or cubic metres per day.

gallons/day

cubic metres/day

Q9 Estimate of the population served by the supply:

An estimate of the number of persons served by the private water supply i.e. number of people living in the property, maximum number of people using the premises on any day during the last calendar year or number of people working on the premises.

/day

Q10 Period for which supply is used (if seasonal):

Detail if the supply is used all year round or only at specific times throughout year e.g. summer months for tourists or school trips, autumn time for harvesting crops. Give details of specific months when supply is in use. Also any daily or weekly pattern to the use of the supply e.g. only weekends, only evenings, etc...

Q11 Is there any treatment of the private water supply:

yes/no

Where the water supply is treated, please provide details of this treatment e.g.

- chemical treatment (detail type);
- filtration (sand, carbon, membrane, etc...);
- water softening;
- disinfection (chlorination, ozone, ultraviolet, etc...)

Where possible, use Annex 1 to provide a schematic of the treatment process from source to point of use or attach a copy of company's own schematic.

Q12 Are premises also served by a mains supply:

Where premises are also served by mains, give details below. If the mains supply joins the private supply include mains supply in any schematics or Annex 1 and detail the percentage of water used from each source, if known.

Q13 Are any other premises served by this private water supply:

yes/no

Detail names and addresses of any other premises which you know to be served by the same private water supply (use Annex 2 if required).

Q14 Please record below details of any additional attachments enclosed with this registration:

Q 15 Name and date:

Print your name and record the date of completion of the registration form:

Print Name:

Date:

Return form to the Drinking Water Inspectorate at the address below:

Drinking Water Inspectorate
Klondyke Building
Gasworks Business Park
Lower Ormeau Road
Belfast BT7 2JA

Tel: 028 9056 9282

Email: dwi@doeni.gov.uk

Websites:

www.ni-environment.gov.uk/water/drinkwater.htm;

www.privatewatersupplies.gov.uk

Annex 1

Use this page to provide a schematic of your private water supply to include detail on source(s), collection chambers or intermediate tanks, any in-line treatment (from source to point of use), any mains connection and premises supplied.

Any additional information.

A large, empty rectangular box with a thin black border, occupying most of the page below the text. It is intended for providing additional information.

Northern Ireland Environment Agency
Klondyke Building
Cromac Avenue
Gasworks Business Park
Belfast BT7 2JA
T. 0845 302 0008

www.ni-environment.gov.uk



An Agency within the Department of the
Environment
www.doeni.gov.uk



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