

# Application for Standpipe Licence

## 2022/2023



Please complete all relevant fields to enable your application to be processed as quickly as possible.

Please email [StandpipeServicedesk@scottishwater.co.uk](mailto:StandpipeServicedesk@scottishwater.co.uk) if you require assistance in completing this application form

**PLEASE USE BLOCK CAPITALS**

| Applicant Details   |  |  |  |
|---|--|--|--|
| Company / Customer Name   |  | Contact Name                                   |  |
| Position in Organisation  |  | Department                                     |  |
| Email (if your department has a central email inbox, please provide that email address)   |  | Your telephone number                          |  |
| Address   |  | Finance/Accounting Department telephone number |  |
| Postcode  |  |  |  |
| Billing Address (If different from above)   |  |  |  |
| Name  |  |  |  |
| Address   |  |  |  |
|   |  | Postcode                                       |  |
| Licence Information   |  |  |  |
| Nature of Business:   |  |  |  |
| Purpose for which the Standpipe is Required:<br><i>(Please provide full details – failure to do so will result in a delay in processing your application)</i>   |  |  |  |
|   |  |  |  |
| Location of Use:  |  |  |  |
| <b><u>Important Notes:</u></b>  |  |  |  |
| <ul style="list-style-type: none"> <li>Standpipes cannot be used for Supply/Building Water or on fixed premises including temporary portacabins and welfare facilities.</li> <li>If found that the Standpipe is not being used as specified above, then you may be prosecuted under the Water (Scotland) Act 1980, Schedule IV, Paragraph 33</li> </ul> |  |  |  |

| Hire Period / Charges  |         |                             |                           |            |
|--|---------|-----------------------------|---------------------------|------------|
| Please Select Period of Hire & Number of Standpipes Required. <b>Standpipes can be collected from Frazer Utilities, Marion Street, Bellshill, ML4 1EB.</b> An Additional Fee of £30.00 per Standpipe should be added for Delivery where applicable. (All Costs shown are inclusive of 20% VAT)   |         |                             |                           |            |
| Period of Hire   | Cost    | Collection or Delivery      | No of Standpipes Required | Total Cost |
| 3 Months   | £210.60 |                             |                           |            |
| 6 Months   | £352.32 |                             |                           |            |
| 9 Months   | £494.04 |                             |                           |            |
| 12 Months  | £635.76 |                             |                           |            |
| Delivery   | £30.00  |                             |                           |            |
|  |         | <b>Total Fee Applicable</b> |                           |            |
| Your Purchase Order / Reference Number   |         |                             |                           |            |
| Alternative Address for Standpipe Delivery   |         |                             |                           |            |
| <p><b><u>Please reference our Terms and Conditions (Licence Conditions for Use of Standpipes for Supply Purposes) and note:</u></b></p> <ul style="list-style-type: none"> <li>• <b>On receipt of your Application an Invoice will be Issued Quoting Your Order/ Reference Number</b></li> <li>• <b>Methods of payment are detailed on the reverse of the Invoice and failure to pay within our agreed 30-day payment terms will result in your Licence being revoked and the outstanding debt pursued by our Income Team.</b></li> <li>• <b>If you fail to return the Standpipe within 2 weeks of the end of the agreed hire period, an extra amount equivalent to the full annual charge, will be charged.</b></li> <li>• <b>A standpipe licence is required for each individual standpipe.</b></li> <li>• <b>The Hydrant Key is not supplied by Scottish Water.</b></li> <li>• <b>Any damaged, lost or stolen standpipes will result in a charge of £150 + VAT per standpipe</b></li> </ul> |         |                             |                           |            |
| Agreement  |         |                             |                           |            |
| I have read and accept the Terms and Conditions. I understand that I can only use the Standpipe(s) issued to me by Scottish Water and may not use any hydrant until the written licence and standpipe have been issued. A breach of the terms and conditions could lead to a criminal prosecution.   |         |                             |                           |            |
| I confirm that everything stated above is true and accurate.   |         |                             |                           |            |
| Signature:   |         |                             |                           |            |
| Print Name:  |         |                             |                           |            |
| Date of Application:   |         |                             |                           |            |

| Please Return Completed Application Form Quoting Reference / Purchase Order Number to: |  |
|--|--|
| By Email:  | <a href="mailto:StandpipeServiceDesk@scottishwater.co.uk">StandpipeServiceDesk@scottishwater.co.uk</a> |
| By Post:   | Scottish Water, Marchmount Avenue, DUMFRIES DG1 1PW <b>FAO: Standpipe Service Desk</b>                 |