

# Copy of Asset Records Request



Please use this form if you want to order a copy of our asset record plan. Please note, we do not keep records of any private services laid on premises.

To order a copy of the plan, please complete all the details below. Should you require any assistance in completing this application, please contact us on **0845 3451399**.

## Section 1: Applicant Details

Applicant Name / Company Name .....

Contact Name .....

Correspondence Address .....

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Postcode..... Daytime Tel No.....

Mobile Number..... Fax Number.....

If you wish to have the plans sent by email please provide an email address below:

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If you wish to pay by card, please give us your contact name and telephone number below:

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## Section 2: Site Details

Site Address .....

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..... Postcode .....

OS Grid Reference .....

Please return the completed form to **Developer Services, South Staffs Water PLC, Green Lane, Walsall, West Midlands, WS2 7PD** or email [developerservices@south-staffs-water.co.uk](mailto:developerservices@south-staffs-water.co.uk), together with:

- A location plan
- Your remittance of £49.00 plus VAT or indicate above if you want to pay by card. Cheques should be made payable to South Staffs Water PLC.