

# 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 .....

.....

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 .....

.....

..... 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 £40 + VAT or indicate above if you want to pay by card. Cheques should be made payable to South Staffs Water PLC.