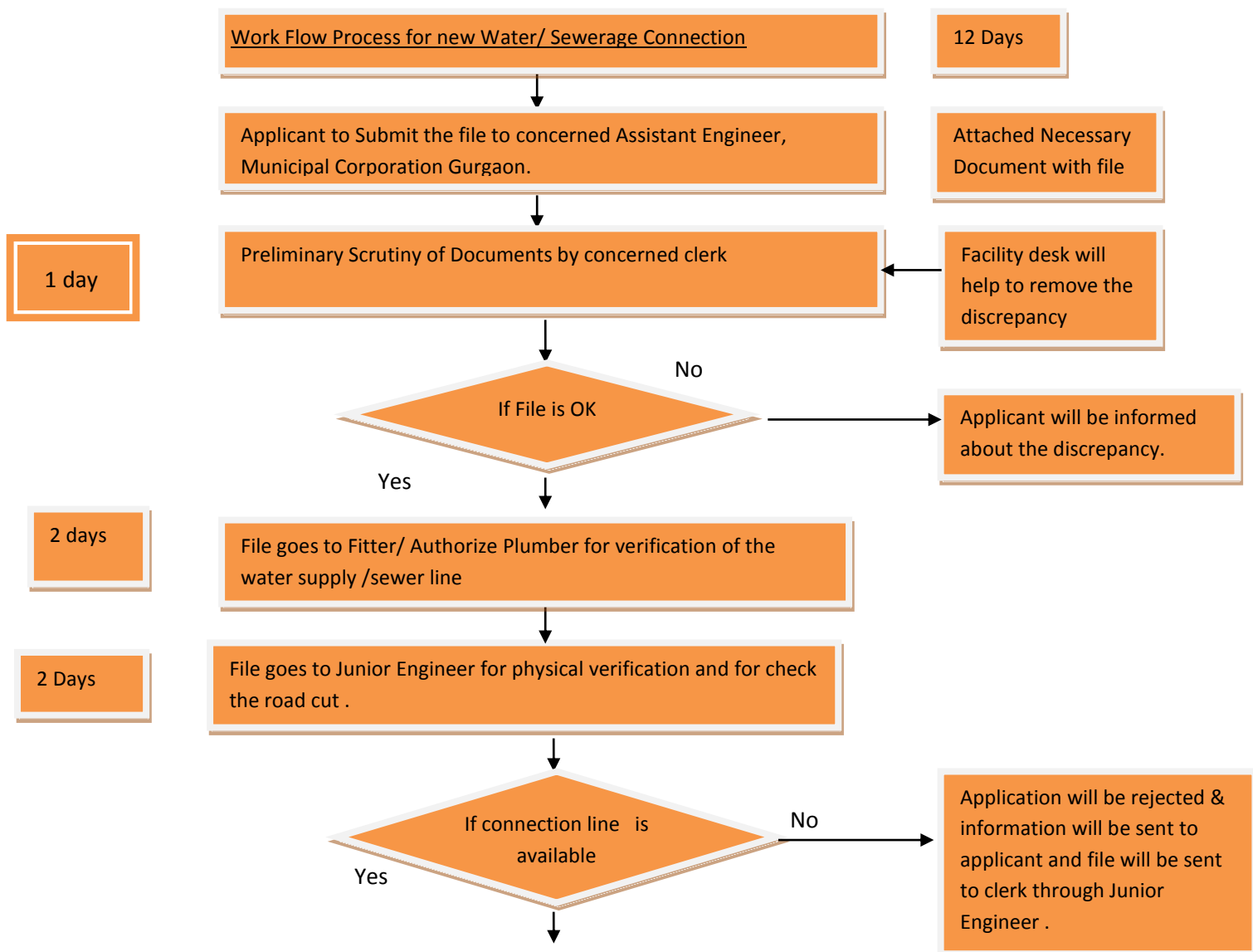
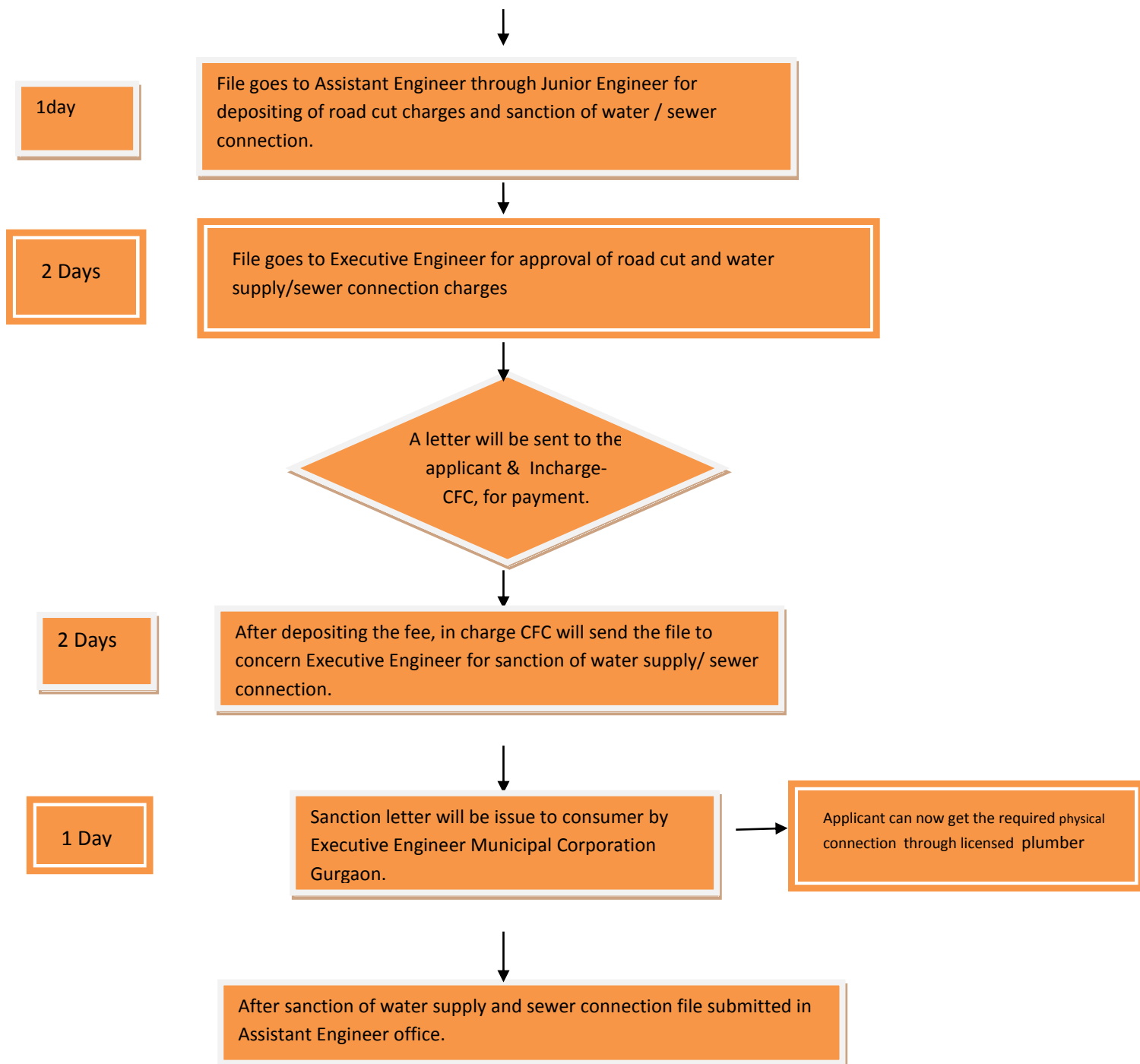


Document required for new water supply / sewer connection in Municipal Corporation, Gurgaon

1. Application Form
2. Residence Proof
3. Copy of Registry of Property where connection is sought
4. Copy of up to date house tax bill paid
5. Copy of Building Plan & Completion Certificate (For commercial connection)
6. Copy of Building Plan (For residential connection).
7. Electricity Bill/Telephone bill (For Address proof)
8. Voter Card/ Aadhar Card(For Id Proof) of applicant
9. Copy of Water meter bill purchased by Consumer.
10. Affidavit for New Water and Sewer Connection.

Flow chart for sanction of water/ sewer connection is as under:-





Document required for Change of Name

1. Application Form
2. Residence Certificate
3. Copy of Old Registry of property where water/ sewer connection is sought.
4. Copy of New Registry
5. Copy of upto date house tax bill paid
6. Copy of Building Plan & completion certificate (For commercial connection)
7. Copy of Building Plan for residential.
8. Electricity Bill/Telephone bill/ (For Address proof)
9. Voter Card/ Aadhar Card(For Id Proof of the applicant)
10. Copy of up to date paid Water & Sewerage Bill.

**APPLICATION FOR PRIVATE WATER CONNECTION IN MUNICIPAL
CORPORATION GURGAON AREA**

To

Assistant Engineer
Municipal Corporation
Gurgaon

Sir,

I need a metered water connection from your distribution system into House
No..... Gali No..... Area/Location.....

1. The House is owned.
2. I undertake to as per act, the bye laws and regulation made by the Municipal Corporation Gurgaon from time to time. I will not fix any hand pump or pumping set directly on the main water supply service pipe line.
3. I agree that the Municipal Corporation Gurgaon without any notice will have the power to disconnect the service pipe up to my premises, if it is considered fit, advisable and necessary to do so for any reason whatsoever.
4. I will provide all material and labour also and will pay the department, the required charges and also undertake to pay the monthly consumption charges regularly, as applicable from time to time.

You're faithfully

Dated.....

Signature of applicant
(Name and address)

The following documents are enclosed.

{Mark ✓ for attached document}

- | | |
|---|--------------------------|
| 1. Application Form | ☐ |
| 2. Residence Proof | ☐ |
| 3. Copy of Registry of Property where connection is sought | ☐ |
| 4. Copy of upto date house tax bill paid | ☐ |
| 5. Copy of Building Plan & Completion Certificate (For commercial connection) | ☐ |
| 6. Copy of Building Plan(For residential). | ☐ |
| 7. Electricity Bill/Telephone bill (For Address proof) | ☐ |
| 8. Voter Card/ Aadhar Card(For Id Proof) of applicant | ☐ |
| 9. Copy of Water meter bill purchased by Consumer. | ☐ |
| 10. Affidavit for New Water and Sewer Connection | ☐ |

APPLICATION FORM FOR WATER SUPPLY/SEWER CONNECTION IN MUNICIPAL CORPORATION GURGAON

Name of the Applicant:-	
Father's /husband's Name:	
Permanent Address:	
Address of Premises for which connection applied:	
Type of connection Applied: (Domestic/Commercial/Industrial/Institutional)	
Size of Ferrule for Water Connection applied: (a) For Domestic 6MM (b) For Commercial 10mm	
In case of institutional / industrial/ commercial connection quantity and nature of sewerage to be disposed in sewer (70 % of the water consumed)	
Proof of residence/Identity attached:	Photo copy of Ration Card/ Voter Card/ Aadhar Card/ Electricity/ Telephone bill
Details of connection: (if held by the applicant previously)	
Details of fee Deposited for Road Cut : (If Applicable) (To be filled up by office later on)	Amount Rs. Deposited Vide G8 No. Date:

- (A) Certificate that I am owner of the premises/ building for which connection is applied.
- (B) Certificate that the information given in the above Performa is correct. If at any stage, any of above information is found wrong I will lose the right of continuing my connection and liable for the punishment as per rules of the Municipal Corporation Gurgaon from time to time.
- (C) I agree to abide by the rules and regulations of the Municipal Corporation Gurgaon in force from time to time.

Signature of applicant

Name of the Applicant:-	
Address of Premises for which connection applied:	

**REPORT OF THE FITTER/ AUTHORIZED PERSON OF THE
MUNICIPAL CORPORATION GURGAON**

The Existing Water Supply/ Sewer Line is of size.....mm and is meter away from house of the applicant the Road cut of size ft. x ft. =..... Sft. Is required for giving the said connection from existing service line .

Signature

Name and Designation of reporting Officer

Recommendation of the Junior Engineer

Ferrule connection of mm size from Existing water supply line mm /Sewer Connection in Manhole /Oblique connection in..... mm sewer line recommended .

Signature

Date: **(Full Name of the Junior Engineer)**

As recommended above mm ferrule connection/ sewer connection recommended for sanction in favor of applicant.

Signature

Date: **(Full Name of the Assistant Engineer)**

Applicant be requested to deposit Rs..... In CFC for road cut charges and Rs..... as connection fee.

**Executive Engineer
Municipal Corporation
Gurgaon.**

Received a sum of Rs..... Vide G8 No Dated
On a/c of security / connection fee charges/road cut charges. The connection of water supply and sewer is entered in register page no..... the account no. of the consumer is

**Executive Engineer
Municipal Corporation
Gurgaon.**

AFFIDAVIT

Bond for New Water Connection

I..... Respectfully request you to kindly grant me a domestic / commercial Industrial water connection to my plot no/ house no..... I shall abide by the terms and condition as may be applicable in this connection and I hereby declare as under:-

1. That I shall agree to payment of necessary water connection/sewer connection that may be levied for the said connection. These charges may be over and above operation charges etc.
2. That the materials to be used by me for water/sewer connection and mode of its arrangement for providing the same will be subject to approval of Municipal Corporation Gurgaon.
3. That I will pay all the charges in advance for water/sewer connection to the Municipal Corporation Gurgaon for concerned of water supply/sewer and also for repair the road cut charges etc.
4. That I will bear the cost of taking the pipe connection from the main line to my premises.
5. That I will pay to Municipal Corporation Gurgaon usual water/Sewerage charges every month regularly in case of my default on my part to pay the charges for two months continuously water/sewer connection may be cut off.
6. That I undertake to a repair and resulting the cut of the road involved during the installation and operation.
7. That I will be responsible for damage of the main pipe line, if any during the installation of connection.
8. That the connection will be protected as per full satisfaction of the Municipal Corporation Gurgaon. I shall bear the charges of road cut if any.
9. That water/sewer connection bye laws and rules or to be framed from time to time by Municipal Corporation Gurgaon. are binding upon me I shall have no objection & claim for low pressure, w/s shut off an amount of reasons beyond, control of Municipal Corporation Gurgaon.
10. That I will not install any type of booster pumps direct to line of my house connection.

Respected sir,

I accept the condition mentioned above and I shall remain according to the bye-laws.

Deponent

VERIFICATION:-

That the contents of the above affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed therein at all

Date: -

Deponent

AFFIDAVIT
(For Change of Name)

I.....
Resident of.....

Do hereby solemnly affirm and declare as under :-

1. That I have constructed my house in the year _____ which is situated in _____ area street No. _____ & allotted house No. _____ ward No _____ & I am paying house tax amount Rs. _____ regularly to Municipal Corporation Gurgaon.
2. That I have taken unauthorized water / sewer connection in my above said house.
3. That I am ready to pay penalty charges in addition to other charges for regularizing my water / sewer connection.
4. That I will not lodge any claim in case of failure of water supply due to electrical / mechanical defect or due to some other reason.
5. That I will not connect the connection with any hand pump or electrical pumping set in the main pipe line.
6. That I will abide by all the rules and regulation of the Municipal Corporation Gurgaon applicable from time to time.
7. Municipal Corporation Gurgaon will have to right to disconnect my water / sewer connection if objected by Municipal Corporation Gurgaon due to any reason and I will have no claim for disconnection of my water/sewer connection.
8. That the unauthorized water / sewer connection already exist my house to be regularized now and in future if any penalty of dues required to be deposited by the Municipal Corporation Gurgaon in Lieu of regularization of illegal water/ sewer connection that I shall have no any objection to pay such amount in future.

Deponent

VERIFICATION:-

That the contents of the above affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed therein at all

Date:-

Deponents

FEE STRUCTURE FOR NEW WATER CONNECTION IN MUNICIPAL CORPORATION GURGAON

One time fee for new water Supply connection:-

Sr. No.	Type of Water connection	Water Connection Fee
1	Domestic	Rs. 1000/-
2	Commercial	Rs. 1000/-
3	Industrial	Rs. 2000/-

One time fee for new Sewerage connection:-

Sr. No.	Type of Sewerage connection	Sewerage Connection Fee
1	Domestic	Rs. 500/-
2	Commercial	Rs. 1000/-
3	Industrial	Rs. 1000/-

One Time road cut charges in Municipal Corporation Gurgaon

Sr. No.	Type of Road	Road cut Charges per sft.	Pit charge (3' x3')
1	RMC Road	RS. 150 /-	Rs. 1350/-
2	Metal Road	RS. 100/-	Rs. 900/-
3	Interlocking tiles/ paver block	Rs. 100/-	Rs. 900/-
4	Katcha Road	Rs. 25/-	Rs. 175/-

Monthly fee details of water supply and Sewerage charges

Sr. NO.	Type Of connection	Water Charge		Sewage charges
		Metered Supply	Unmetered Supply	
1.	Domestic	RS. 1 per kilo Ltr.	Rs. 48 per Month	25 % of water Charges
2.	Industrial / Commercial/ Institutional	Rs. 4 per Kilo Ltr.		25 % of water Charges

(Performa of permission letter to be sent to applicant by Executive Engineer)

To

Sh. /Smt.....

.....
.....

**Sub: - Water connection of plot/ House no..... Colony/Area.....
Ward No..... Ferrule size.....mm.**

It is intimated that as per your application Dt. Of water/sewer connection in the above permission through 6 mm i/d size ferrule is hereby authorized subject to the following condition:

1. The connection will be made through Sh. Plumber licensed by Municipal Corporation Gurgaon.
2. Water connection should be made at site before issue of the permission failing which you will have to pay the penalty imposed and previous bills, otherwise your connection will be disconnected without serving any notice.
3. The connection cannot be extended to serving any person or transferred to any other occupant without getting permission from the Municipal Corporation Gurgaon.
4. In the case of water meter is out of order. The consumer is liable to repair the meter at his own cost failing which flat rate will be charged.
5. Prescribe rate/ flat rate will be charged as per rule of Municipal Corporation Gurgaon or as per amendments made from time to time.
6. Water Connection fee Rs. 1000/ + sewer connection Fee Rs. 500 + Meter Tasting fee Rs. 10+ road Cut Charges Rs..... total amounting Rs..... should be deposited within 30 days of issue of this letter otherwise sanction will be considered as withdrawn.
7. Intimation regarding the installation of water meter should be given to the Assistant Engineer Municipal Corporation Gurgaon.
8. Installed water meter should be in the direct approach and be readable of the official deputed for taking recording regarding shown by the water meter.
9. If at the later stage. It is found that the applicant has supplied the false information / affidavit for the connection. In that stage connection will be disconnected without given any notice.
10. Installation of hand pump electric pump direct on water supply line is not allowed. Wherever the hand pump /electric pump installed on direct supply line will be penalties @ Rs. 5000/- way of post misuse will be levied on the beneficiary who shall also be charged penal charge if Rs @100/- per month in addition to usual water charges till the pump is not removed.
11. That the connection fee will have to be deposited as per Municipal Corporation Gurgaon rates to be fixed in due course.

**Executive Engineer (WSS)
Municipal Corporation
Gurgaon.**

Endst. No. Dated.....

Copy of above is forwarded to Assistant Engineer Municipal Corporation Gurgaon and the original file are also sent herewith.

D/A One file

**Executive Engineer (WSS)
Municipal Corporation
Gurgaon**

प्रेषक :-

कार्यकारी अभियंता (WSS)

नगर निगम| गुडगाँव ,

प्रेषित :-

सहायक आयुक्त - ।

नगर निगम| गुडगाँव ,

क्रमांक नं .EE(WSS) /MCG/2015/

दिनांक.

विषय :- पानी व सीवर के कनेक्शन की फाइल ऑनलाइन करने बारे ।

उपरोक्त विषय के संदर्भ माननीय आयुक्त महोदय के आदेशानुसार नगर निगम गुडगाँव की जो नई वेबसाइट बनाई जा रही है । जिसके लिए आपके कार्यालय में पानी व सीवर के सभी परफोर्मे व प्रणाली की हार्ड व सॉफ्ट कॉपी भेजी जा रही है ।

अनुमोदनार्थ प्रस्तुत है ।

कार्यकारी अभियंता (WSS)

नगर निगम | गुडगाँव ,