

Gas meter or service line removal.

Use this form to request the removal or alteration of a gas connection. You may incur costs for the fulfilment of this request. Once we've received your form we'll get in touch and discuss this with you.

This form must be completed and signed by the account decision maker for the supply address.

What is a decision maker?

Each Momentum Energy account has an account holder, who is financially responsible for the account, and a primary contact, who we refer to as the decision maker.

These roles are assigned as follows:

- For residential accounts and non-company accounts (this includes sole traders, partnerships and individual trustees), the account holder is also the decision maker.
- For company accounts, the decision maker can be any person within the business, but the company must be the account holder.

1. What work is required?

Remove gas meter	Complete sections 2 – 4 and 8 only.
Remove gas meter and service line	
Upgrade gas meter	Complete sections 2, 3, 5, 6 and 8 only.
Upgrade gas service line	
Move position of gas meter and/or gas service line	Complete sections 2, 3 and 5 – 8 only.

2. Contact details

Decision maker

Full name:

Phone:

Email:

Business details (if applicable)

Business type: Company (Pty Ltd or Limited)
 Sole trader Trust Partnership

Company name / Trust name / Partnership name:

Business name (if applicable):

ABN:

ACN:

Postal address:

Suburb:

State:

Postcode:

3. Supply address

Please enter the details for the supply address requiring the removal or alteration, paying particular care to site access requirements. If the information provided is insufficient for the work to be completed, you may still be liable for charges incurred for the site visit.

Supply address:

Suburb:

State:

Postcode:

Meter number:

MIRN:

Site access requirements:
(You may attach additional information if necessary)

4. Preferred date for works (removals only)

Preferred date for work to be completed:

/ /

Please note, work cannot start if the property at the supply address is occupied. If the property is occupied, ensure your preferred date for work to be completed is after the date the property will become vacant.

Most gas meter removals are done within 5 business days and most service line removals are done within 6 weeks. But the timeframe depends on the distribution company's availability and the extent of the works required.

5. Plumber details

Company name:

Plumber name:

Licence no:

Phone:

Email:

6. Connection details

Ask your plumber to complete this section.

Certificate of Compliance (COC) number:

ESV number (required for all commercial upgrades):

VBA Compliance Certification PIN:

Gas appliances being connected

To make sure the correct meter is supplied, please list the hourly and total megajoule (MJ) load below*. We need this information to process your application.

Appliance	Qty	Hourly rate (MJ)	New or existing
1. Cont. flow water heater			
2. Storage water heater			
3. Portable heater			
4. Flued heater			
5. Gas log fire			
6. Central heater			
7. BBQ			
8. Cooktop/cooker			
9. Climate control			
10. Wall oven			
11. Pool/spa heater [#]			
12. Solar gas boosted hot water			

Required total (MJ) hourly rate:

Inlet pressure:

* If you have additional appliances, please attach the required information to this form.

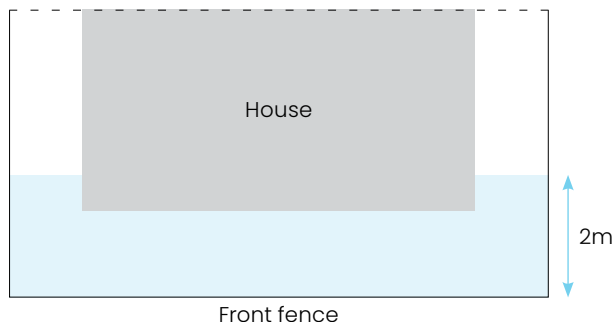
[#] Hourly MJ rate is mandatory for pool/spa heaters and any non-standard appliances.

7. Meter information (for meter repositioning only)

Please note, providing incorrect information could result in a delay in installation and/or extra charges.

Meter location preference

On the diagram below, mark where you'd like the meter to be positioned. The meter needs to be within the front boundary and no more than two meters past the front fence (the blue area below).



Site conditions

Please tick all that apply, and include length in metres where applicable.

Tiered gardens: m

Pavers: m

Rock: m

Concrete: m

Rockerries: m

Shared driveway

Sealed access greater than 25 metres

Locked gates

Other (please specify):

Distance between the meter and the gas service:

m

8. Declaration

By signing below, I confirm that:

1. I am the Momentum Energy account holder and/or decision maker (as applicable) for the supply address
2. I am the property owner at the supply address, or I otherwise have the consent of the property owner to undertake the works contemplated by this request
3. I understand Momentum: may collect personal information about me, and the plumber I have identified in this form, to contact me and fulfil this request and can't complete this request without this information; and will handle this personal information in accordance with Momentum's privacy policy (available at momentum.com.au/privacy-policy), which also explains how to access and correct personal information and make a complaint about a breach of the Australian Privacy Principles, and
4. If my request is for an alteration:
 - a. I've organised a plumber to carry out the initial works for the requested connection, including all relevant paperwork
 - b. I have my plumber's permission to disclose their contact information to Momentum for the purposes of this request, and I have notified them of Momentum's collection statement (see point 3, above)
 - c. I've made sure the supply address site meets all safety and regulatory requirements,[^] and
 - d. I, or my plumber, has submitted all relevant paperwork concerning the requested connection to Energy Safe Victoria.
5. If my request is for a removal:
 - a. I want my gas meter and, if so requested, my gas service line permanently removed from the supply address as specified in this request
 - b. the property at the supply address will be vacant at the time the removal will be performed, and
 - c. I authorise Momentum to disclose my information (including personal information) to the relevant local gas distributor to fulfil this request.

[^] Confirm with your builder and/or plumber as necessary.

Print full name:

Signature of account decision maker:

Date:

How to return this form

Please complete all relevant details and return both pages of this form to us by email, fax or post:

Email: newconnections@momentum.com.au **Fax:** (03) 9620 1228

Post: Momentum Energy, PO Box 353 Flinders Lane VIC 8009
