

# Building over or near a public sewer

## Application form

Please complete this form and return it to us at  
[developer.services@thameswater.co.uk](mailto:developer.services@thameswater.co.uk) or  
Thames Water, Developer Services, Clearwater Court,  
Vastern Road, Reading, RG1 8DB

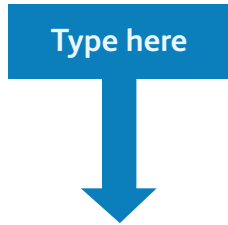


# Application to build over or near a public sewer

You don't need to print this form. Just type your answers straight into the boxes below and email it to us at [developer.services@thameswater.co.uk](mailto:developer.services@thameswater.co.uk)

## A - About the person applying

This is the person we'll contact about the application and who will receive all correspondence. This can be the property owner or someone acting on their behalf.



**Are you applying as?**      An individual      or      A company  
An 'individual' is a homeowner and 'A company' is an agent/architect/builder, etc, acting on behalf of the homeowner

**Company name**

**Title**                      Mr      Mrs      Ms      Miss      Dr      Other

**First name(s)**

**Last name**

## B - Applicant contact details

We'll use these details to get in touch with you about your application.

**Preferred contact number**

**Alternative number**

**Full postal address**                      Address line 1

Address line 2

Town

County

Postcode

**Email address**

## C - Where the work is taking place

What is the site address?

**Same as applicant details?**      Yes      No

**If No:**

**Site name**

**Full postal address**      Address line 1

Address line 2

Town

County

Postcode

Who's the best person to contact on site?

**The person applying**      Yes      No

**If No:**

**Full name**

**Contact number**

## D - The property owner

Who owns the property?

Details of the owner(s) of the freehold must be provided, as they will need to be a party to any agreement.

**The person applying**      Yes      No

**If No:**

**Title**      Mr      Mrs      Ms      Miss      Dr      Other

**First name(s)**

**Last name**

**Full postal address**      Address line 1

Address line 2

Town

County

Postcode

**Email address**

**Is there another owner?**      Yes      No

(If Yes, please complete the 'Other owners' section at the end of the form.)

## E - Invoices

**Who should we send invoices to?**

Applicant      Nominated contact      Someone else  
(Please tick one. This person will also receive the quote.)

**If someone else**

Mr      Mrs      Ms      Miss      Dr      Other

**If owner, which one?**

1      2      3

(Please tick one)

**First name(s)**

**Last name**

**Full postal address**

Address line 1

Address line 2

Town:

County

Postcode

**Email address**

## F - Development details

**Has excavation work started?**

Yes      No

**What are you building?**

New building      Side extension      Rear extension      Front extension  
Underpinning      Basement

**Which local authority does the property fall under?**

**When was the existing property built?**

DD      MM      YYYY  
|      |

This may help determine if you need a build over agreement.

**How did you know you needed to apply?**

Building control      Approved inspector      Thames Water website  
Letter from Thames Water

(Please tick one)

Other:

## G - Working out the costs

Is the work taking place for someone entitled to Disability Benefit?      Yes      No

What is the internal diameter of the sewer?      150mm or less      151 to 375mm      over 375mm

(Please tick one)

Class 1	150mm or less	£105
Class 2	151mm – 375mm	£445
Class 3	over 375mm	£535

### Costs relating to disabled applicant:

Class 1	150mm or less	Free
Class 2	151mm – 375mm	£340
Class 3	over 375mm	£430

Actual costs will be charged for sewers over 375mm. Additional costs may be required for applications relating to strategic or critical sewers. Any additional costs we incur will be invoiced accordingly.

Cheques should be made payable to Thames Water Utilities Limited with the site address written on the back. If you wish to pay by credit card, please indicate your contact name and number here and we'll contact you to take payment.

**Card holder name**

**Telephone number**

## H - Enclose your documents

Please make sure the sewer is clearly marked on the drawing. All drawings must be of suitable detail and have a drawing reference number on them.

### What we need from you to process your application:

- Site location plan
- Cross-sectional foundation plan
- Existing and proposed ground floor plans
- Proof of entitlement to disability benefit (e.g. Letter from the Department of Works and Pensions, Blue Badge)

### Two copies of the following information should accompany your application form:

- 1 Site location plan @ 1:1250
- 2 Site plan @ 1:100 or larger, showing location of sewer and manholes
- 3 Sectional plan of buildings
- 4 Section through building indicating position of sewer relative to structure in relation to the new structure. This should also show foundation arrangement and manhole details.
- 5 Copies of drawings submitted for Building Regulations approval
- 6 Please ensure the sewer is clearly marked on the drawing showing its position.

## I. How we'll use this information

We'll use the information you give on this application form, and potentially share it with our delivery partners, to provide the service you've requested.

This could include contacting you to discuss your application and/or provide more details, visiting the site where work needs to be carried out, and invoicing you when appropriate. Your feedback is important to us, so we may also use the information to ask for your feedback on how we can improve our performance.

We won't use this information for marketing purposes without contacting you to seek your consent.

You can find Thames Water's privacy policy at [thameswater.co.uk/Legal/Privacy](https://thameswater.co.uk/Legal/Privacy)

## J. Checklist and Declaration

Please ensure that you have included the following items with this application form:

- 1 Drawings
- 2 Appropriate fees

Failure to include any of the above will mark your application as incomplete, resulting in its delay or return to you.

Once consent has been granted, no refund for the application can be given. If you cancel your application, we may need to charge an extra fee.

Please note that signing this application does not automatically grant you approval. No work should start until approval has been granted.

**I confirm to the best of my knowledge the above information to be complete and correct.**

**Signature**

**Name**

**Date**



# Getting in touch

For enquiries regarding this application or any other questions relating to your building or development work, please contact us on:



[thameswater.co.uk/developerservices](https://thameswater.co.uk/developerservices)



[developer.services@thameswater.co.uk](mailto:developer.services@thameswater.co.uk)



**0800 009 3921**

Monday – Friday, 8am – 5pm



Thames Water, Developer Services, Clearwater Court,  
Vastern Road, Reading, Berkshire RG1 8DB



This leaflet can be supplied in braille or audio-tape upon request.

