



## SCOTLAND ISLAND EMERGENCY WATER SUPPLY Information & Guidelines

<b>Water Monitors @ July, 2010</b>				
<b>LINE 1</b>	Bell, via Carol's, Eastern to Pathilda Reserve	Thursday Friday Saturday	Nathalie Muir P.O. Box 263, C.P.	9999 4449
<b>LINE 2</b>	Bell, via Cargo, Tennis to Pathilda Reserve	Sunday Monday Tuesday – Day	Cass Gye P.O. Box 52, C.P. cassgye@spin.net.au	9979 5853 0418 220 107
<b>LINE 3</b>	Bell, via Top of Island to Kevin Street	Tuesday - Night Wednesday	Cass Gye P.O. Box 52, C.P. cassgye@spin.net.au	9979 5853 0418 220 107

### BOOKING LIMITS MAY BE NECESSARY DURING DROUGHT

#### How to Book

**Prior to Booking** – you must sign an **Agreement for Sale of Water** and be a current **SIRA** member

**Book in advance** – do not wait until tank is low / empty

**Telephone Line Monitor** – between 8 a.m. and 8 p.m. only, with the following information:

- Your Name / Address / Telephone number
- Your tank capacity – advise in **litres**
- Your preferred booking time and number of hours required

**Ask for Name / Telephone Number** – of bookings before and after you to keep in contact

**Cancellations** – a minimum 24 hours cancellation notice is required or booking fee of **\$10.00** will be charged, plus any water metered during booking period

#### How to Get Water

##### First Time Users

- Walk the line with your neighbour
- Locate meters under cage on platform @ Bell Wharf steps – Lines 1 / 2 / 3
- Main Line valves are found on each line near platform – Lines 1 & 3 towards Carol's to left side of platform / Line 2 towards Cargo to right side of steps

**Phone to Confirm Booking** – 24 hours before allocated time and check any booking changes

**Take Meter Readings** – at start and finish of booking from **correct line meter**

- If no meter readings provided – readings reported by others must be accepted

**Close Off Main Line Valve** – past your standpipe to block water and maximise flow to your tank

**Turn On Standpipe Valve – allow 15 minutes for line to charge**

- **Check that water is flowing into your tank**
- **IF NOT** ...walk the Main Line and check all valves and/or locate any problems or leaks

**Monitor Collection Regularly** – water metered during booking is your responsibility!

**Finished Booking** – close standpipe valve / re-open Main Line valve / take readings

**Any Problems** - reset your connections and turn off your Main Line valve @ Bell!

**Advise Meter Readings** – phone your Monitor within 24-hours

## How to Connect

To connect to Main Line Standpipe – will need to purchase the following:

- 1 x 40mm (1½ inch) BSP female fitting (nut & tail); and
- 1 x meter braided clear polyurethane flexible pipe (food grade) – plus s/steel clamps for each end. Flexible pipe gives clear visual access to water flow, makes attachment to standpipe easier to manage and reduces strain on standpipe when turning valve on/off
- Individual Fittings – to connect to your existing pipe system, as required
- We Recommend – that you upgrade your existing pipe to 40mm to maximise flow rate
- Fittings Available - [The Water Warehouse, North Narrabeen, Gainforts or Hardware & General in Mona Vale](#)

## How to be Responsible

- Water Lost for Any Reason – is your responsibility so be vigilant and monitor your flow
- Finished Early – make contact with next person **OR** turn off your Main Line valve @ Bell
- Finished Booking – reset all valves so Line is ready for use by next person
- **Disconnect Immediately After Booking – do not leave fitting connected to standpipe!**
- **Connections to Standpipes are Non-Permanent – only use correct fitting described above**

## Problem Solving

- Any Problems – reset all valves and turn off your Main Line valve @ Bell
- Ring Monitor Immediately – to notify there is a problem / breaks or leaks
- Contact Next Person – to advise water is turned off!
- Repairs to the Main Line/Standpipes – will be actioned as soon as possible after inspection

## Charges and Conditions

- S.I.R.A. Water Charge – \$4.00 per 1,000 litres
- Booking Fee – \$10.00 per booking
- No Accounts Issued – Monitor will advise your charges, receipts available upon request
- Payment – must be received within 7 days
- Late Fee of \$10.00 – applies to overdue payments
- Outstanding Accounts – bookings will not be accepted **and/or** pre-payment will be required
- Cancellations – a minimum 24 hours cancellation notice is required or booking fee of \$10.00 will be charged, plus any water metered during booking period

## How to Pay

- By Cheque – made payable to Scotland Island Residents' Association sent to your Monitor
- By Cash – to be made in person to your Monitor **DO NOT SEND CASH BY MAIL**
- By Internet Transfer – an arrangement with your Monitor only

## IMPORTANT NOTE

⚠ Please remember - Monitors work hard to keep you happy!! Your understanding, civility and prompt payment is greatly appreciated!

⚠ Monitors reserve the right to refuse bookings to any person who is unco-operative and/or abusive!!

⚠ Any person found “taxing” the water line will have their property “tagged” as a problem source and made known to others on that line!