

To : Grand Palisades Customer Service Centre

Dear Sirs,

Application for Turning off the Building Potable Water / Flushing Water Supply

I wish to install / repair _____ in my premises (i.e. Flat _____, _____ Floor, Block _____, Grand Palisades) and the registered plumber Messer in accordance with the regulation governed by the Water Authority.

Would you please arrange to have the potable / flush water supply to my unit turned off from _____ hours to _____ hours on _____ (Date).

I further understand that by turning off the water you have no commitments in connection with installation / repair work proposed.

Your faithfully,

Owner / Tenant
Contact Telephone No. : _____
Date : _____

N.B. Application **MUST** be made 2 days prior to the commencement works.

敬啓者：

有關：申請關閉大廈食水掣 / 沖廁水掣

本人擬於室內(即大埔寶馬山第_____座 _____樓 _____室)安裝 / 修理 _____ 並委託已註冊之 _____水喉工程公司依照水務局條例進行上述工程。

現請客戶服務中心代為安排在 _____ 年 _____ 月 _____ 日 _____ 時 _____ 分至 _____ 時 _____ 分關閉本單位之食水 / 沖廁水掣。

本人知悉客戶服務中心只關閉食水 / 沖廁水掣，並不涉負責上述安裝 / 修理事宜的責任。

此致

大埔寶馬山客戶服務中心

申請人： _____

(業主 / 租客)

電話： _____

日期： _____

註：上述申請須於工程進行前兩天交到客戶服務中心

For Estate of Customer Service Centre only (客戶服務中心專用)

- Work Order Issued on : _____ (No. : _____)
- Notice Issued on : _____ (No. : _____)
- Checked By : _____
- Date : _____