



DELHI JAL BOARD: Govt of NCT of Delhi

Application Form for New Connection

Photograph
of the Applicant

ZRO Location

Application Date

1.Type of Request (Please tick)

- Water and Sewerage Connection
- Sewerage Connection (in case water connection is not required)
- Water Connection (Only in case where no sewerage system has been laid by DJB)
- Regularization (in case water/sewer connection already installed without prior sanction)

2.Details of Applicant

Name: (Please Fill In Block Letters Only, in case of any organization write designation)

First Name :*

Middle Name:

Last Name :

Father/Husband Name*:

- Govt. Organization (Please tick if it is a Govt. Organization, provide supporting document)

Name of Government Organization :

(along-with designation of officer whose name connection & bill is required)

3.Contact Details

Email Id:

Mobile No.*

Home Tel. No:

Office No:

4. in case of DJB Employee Office Details - Please attach copy of office Identity Card

Employee Id:

Date Of Retirement:

Office Name & address:

5.Property Address

House No.:

Society/building Name:

Road/Street No.:

Locality:*

Sub locality:*

Village:

Pin Code:*

If JJR Colony (please tick)

6.Property and water connection use details – please refer pages - Instructions to fill the application

a. Development Charges Paid (Submit Latest Payment Receipts):

Water

Sewerage

Water Receipt No.

Sewerage Receipt No.

b. Property Type:* (Please see table 6b)

c. Urban / Rural

d. No. Of Floors:*

e. No Of Room/Beds:*

(For Hospital/Hotels Only)

f. Area (In Sq m):

g. Built Up Area:*

Plot Area:*

h. Water Connection Type:*(Please see table 6h)

Domestic

or

Commercial/Industrial (please tick)

i. Water Connection Use:*(Please see table 6i):

7. Details of License Plumber (for installation of connection proposed to be engaged by applicant) list available on website

a. Name of license plumber

Stamp of License Plumber (Required only in case of offline application)

b. License No.

8.Bank Details

Name of the Bank:*

Name of the Branch

Bank Account No.

IFSC Code:*

9. Documents to be attached

- a) **Proof of Identity:*** Driving License Passport Ration Card Aadhaar Card
(any one) PAN Card Voter Identity Card Bank Pass Book with applicant's Photo
 Photo Identity card issued by any govt. agency

Document No:*

b) Property Ownership Document(any one)* :

- Registered conveyance Deed / General Power Attorney Registered Sale Deed
 Notarized General Power Attorney with complete chain Registered perpetual lease Deed
 Will/No Objection Certificate of the owner in favour of applicant Registered Relinquished deed
 Registered Partition deed/Family settlement deed Special Power Attorney with
 Allotment letter (Private Builder) with registered sale Registered/Notarized Agreement to sell and will
deed / General Power of Attorney

DDA allotment/mutation letter/Land & Development Office Letter

Rented property-lease/Rent Agreement, No Objection Certificate of Owner Interim court order, if any

Document No. / Document registration no.*

10. Declaration/Undertaking

DECLARATION:

- a) I hereby declare that all the information furnished by me is true to the best of my knowledge and if any discrepancies are found , I will be responsible for disconnection of services by the DJB without any prior notice and any other legal action taken by DJB.
- b) I declare that there is no dispute on property and there is no stay from any court of law against obtaining water/ sewerage connection.
- c) I understand that sanction of connection does not acknowledge or confer any title, ownership or occupancy right in favour of the applicant.

Signature of Applicant:*

UNDERTAKING:

- i) I further undertake that in case of any dispute about the ownership of the property I will absolve DJB from any legal battle in the court of law as the water connection applied for is related to supply of potable water and not to decide the ownership of property.
- ii) I further undertake to pay the charges as and when demanded by DJB, and in the event of non-payment, DJB will be at liberty to disconnect the services being provided by DJB.
- iii) I further undertake that I have not taken "DJB Employee Rebate" against any other Premise/Connection.
- iv) I undertake to install my water connection only through license plumber of Board.
- v) I Understand that the DJB has a policy not to sanction more than ten individual connection for each individual plot. If more than ten dwelling units exist in a property, only bulk connection will be applied for and in case of existing connections, the same will be surrendered before bulk water connection is sanctioned.
- vi) I am applying for a water connection on my own and even if the water supply is available at a low pressure, I will not file any claim for any sort of compensation in any court of Law
- vii) In case of variation in plot size as per document submitted by the undersigned and on actual measurement by DJB representative, difference of Development Charges on actual measurement will be paid by me.
- viii) In case connection is found non-feasible on technical ground as per any prevalent policy of DJB the water connection may be denied or if sanctioned inadvertently, the said sanction may be withdrawn and may be disconnected without any notice.

I Agree

Signature of Applicant:*

Note: All columns in the form marked * are mandatory and the Service area of ZRO Location may be searched on-line under "Contact us" link or applicant may confirm it from nearest neighbor or contact nearest ZRO office_

Instructions to fill the Application

1.Type of Request : Select the type of connection request.

2.Details of Applicant:

Please tick if it is a Govt. Organization and provide supporting document with the application form.

All details must be provided in Block Letters except Email ID.

First Name and Last Name: Should be provided. First Name is compulsory.

Father/Husband Name: Applicant's father or husband name should be provided and is compulsory. Strike through the one that is not applicable.

Example:

Father/Husband Name: MR. SUMIT KUMAR DUTTA (If father's name is provided and vice versa.)

UID number may be provided but is not compulsory.

3.Contact Details:

Email Id: Should be provided in exact case. It is optional.

Mobile No: It is compulsory to provide mobile no., as it will be used for sending SMS alerts.

Home Tel. No: May be provided to facilitate communication. It is optional.

Office No: May be provided to facilitate communication. It is optional.

4.Office Details:

Employee ID: The employee ID of the applicant. To be provided by DJB employees only.

Date of Retirement: The date of Retirement of the Applicant. To be provided by DJB employees only.

Office Name, Address with, Pin Code may be provided to facilitate communication

5.Property Address:

Pin Code: Pin code of the property must be provided. It is compulsory.

Locality, Sub locality and House No must be provided correctly. These are compulsory.

Road No, Sub locality 1, Sub locality 2, Sub colony, Village, Khasra No, Society Name, JJR colony should be provided. These are optional.

6.Property Details:

a. Development charges Paid: If development charges are paid for either water or sewerage or both, the photocopy of the related receipt must be attached with the application form.

b. Property Type: This may be Tower, Office complex, Mother dairy Booth, Mall/Cineplex, Individual house, Hotel/guest House, Hospital /Nursing home(No. of beds must be provided In this case), Group Housing Society, Govt Flats, Dharmashalas/Hostels, DDA flats, Bungalows, Banquet Hall, Apartment. Any other property type will not be accepted. It is compulsory. Refer to the table Property Type below.

c. Urban: Please tick it if the property is present in an urban area.

d. No. of floors: Must be provided. It is compulsory.

e. No. of beds: Must be provided in case the property type is Hospital/Nursing home.

f. Plot Area: Enter the total plot area. It is compulsory.

g. Built Up Area: It is compulsory to provide the built up area. It must be less than or equal to plot area.

h. Water Connection Type: It is compulsory to provide the Water Connection appropriate category (I & II) as mentioned in the table Water Connection Type below on next page.

i. Water Connection Use: It is compulsory to provide the connection use. (Example: Delhi Fire Service, Group Housing Society etc.).

Refer to the table Water Connection Use below on next page.

7.Details of License Plumber:

Applicant has to lay & install water connection from DJB service line through appropriate sanctioned ferrule only through License Plumber approved by the Board. Therefore, applicant may engage any License Plumber out of the list available in ZRO office/DJB website and details if such plumber is mandatory to be filled in column 7 of the form.

8.Bank Details

Name of the bank: Enter the name of the bank.

Name of the branch: Enter the name of the branch of the bank.

IFSC code: Enter its IFSC code of the Bank.

Bank Account Number: Enter the applicants bank account number.

All fields listed under bank details are compulsory and must be provided correctly.

9.Documents to be attached:-

Proof of Identity : Attach photocopy of any one of the following documents and provide the document number.(Voter ID card, Ration card, Passport, PAN card, Driving license, Unique Id Card[UID/Aadhaar Card],Bank Pass Book with applicants, Photo identity card issued by any Government Agency).

Property Ownership Document: Attach photocopy of any one of the following documents and provide the document number.(Registered Sale Deed, Registered perpetual lease Deed, Registered conveyance

Deed, General Power Attorney, Notarized General Power Attorney with complete backchain, Special Power Attorney with Registered/Notarized Agreement to sell and will, Will/Non Objection Certificate of the owner in favour of applicant, Registered Partition deed/Family Settlement Deed, Registered Relinquished Deed, Allotment Letter (Private Builder) with Registered Sale Deed, Allotment Letter (Private Builder) with Registered/Notarized. General Power Attorney ,Allotment Letter (Private Builder), Registered/Notarized , Agreement to sell, Rented property-lease/Rent Agreement, Non Objection Certificate, Ownership, DDA allotment /mutation letter/Land, Development Letter, Interim court order).

10.Declaration:

I agree:Tick the I Agree check box to accept the declaration.

Signature of the applicant: Put in the signature of the applicant in the box given.

This form captures some information (say Billing Address etc.), which may be used by DJB in future.

Reference 6b : Property Type (Enter any of the below in Property Type)

Tower	Individual House	Govt Flats	Banquet Hall
Office Complex	Hotel/Guest House	Dharmasalas/Hostels	Apartment
Mother Dairy Booth	Hospital/Nursing Home	DDA Flats	
Mall/Cineplex	Group Housing Society	Bungalows	

Reference 6h: Water Connection Type (Enter any of the below in Water Connection Type)

I	Domestic
II	Commercial/Industrial

Reference 6i : Water Connection Use (Enter any of the below in Water Connection Use)

B.S.E.S. RAJDHANI	Delhi Jal Board	Ice-Cream Factory/Ice Factory	Pvt. Institute/Colleges/ Universities
B.S.E.S. YAMUNA	Delhi Metro Rail Corporation	Juice Shop	Pvt. Schools
Banquet hall/ Party hall	Delhi Transco	Janta Flats	Railways
Beauty Parlors	Delhi Transport Corporation	Jewelery Manufacturing Factory/ Repairing	Religious Place
Blind Schools	Dhobi Ghats	Lab/ X-Ray Units	Restaurant
Bottling Plant	Delhi Development Authority	Mutton Shop	Soft Drink Factory
C.P.W.D.	Dry Cleaners	Moulding Machine Factory	Sweet Shop
Cineplex	Factory	M.T.N.L	Shops
Cold Storage	Delhi Fire Service (Fire Station)	Malls	Soda Water Factory
Cooling Plant	Fruit & Vegetables Store- Reliance Safal	Milk Dairy	Tea Stall
Courts	Co-operative Group Housing Society	North Delhi Power Ltd. (TDDPL)	Vehicle/Automobile Service Station
Clinic/Pathlab	Govt. Hospitals/ Dispensary	Nickle Polish Works	Ware House/Godown
Central Govt. Offices	Govt. Institute/Collages/ Universities	Piaos	North MCD
Colour Dye shop/factory	Govt. Offices/PSU/Bank	Police Department	East MCD
Dhaba	Haircutting Saloon	Professional Office(CA , Lawyer, Property)	South MCD
Delhi Govt. Office	Hotel & Guest houses	Pvt. Hospitals & Nursing Homes	M.C.D. Slums & J.J. Department/DUSIB
D.S.I.I.D.C	Residential	Others	

Note: Bulk Connections:-

Only bulk connection is sanctioned on a property having more than ten dwelling units. Application for Bulk connections will require following additional documents:

- Electronic Drawing of layout plan, key plan, all floor plan with area details in Auto-CAD or any other electronic form.
- details of internal network marked on maps in cases where system has to be taken over by DJB.
- Scanned copy in PDF of hydraulic calculations and water demand.
- Capacity & location of UGR for potable and non-potable water.
- Provision of Roof Top Rain Water Harvesting, waste water recycling etc.