

STEP 1

Obtain from a "Quick Check Agent" (Reece or Plumbers Co-Op) a copy of the properties existing Sewer Diagram (see below sewer diagram example). Please arrange to have it directly emailed to our address;

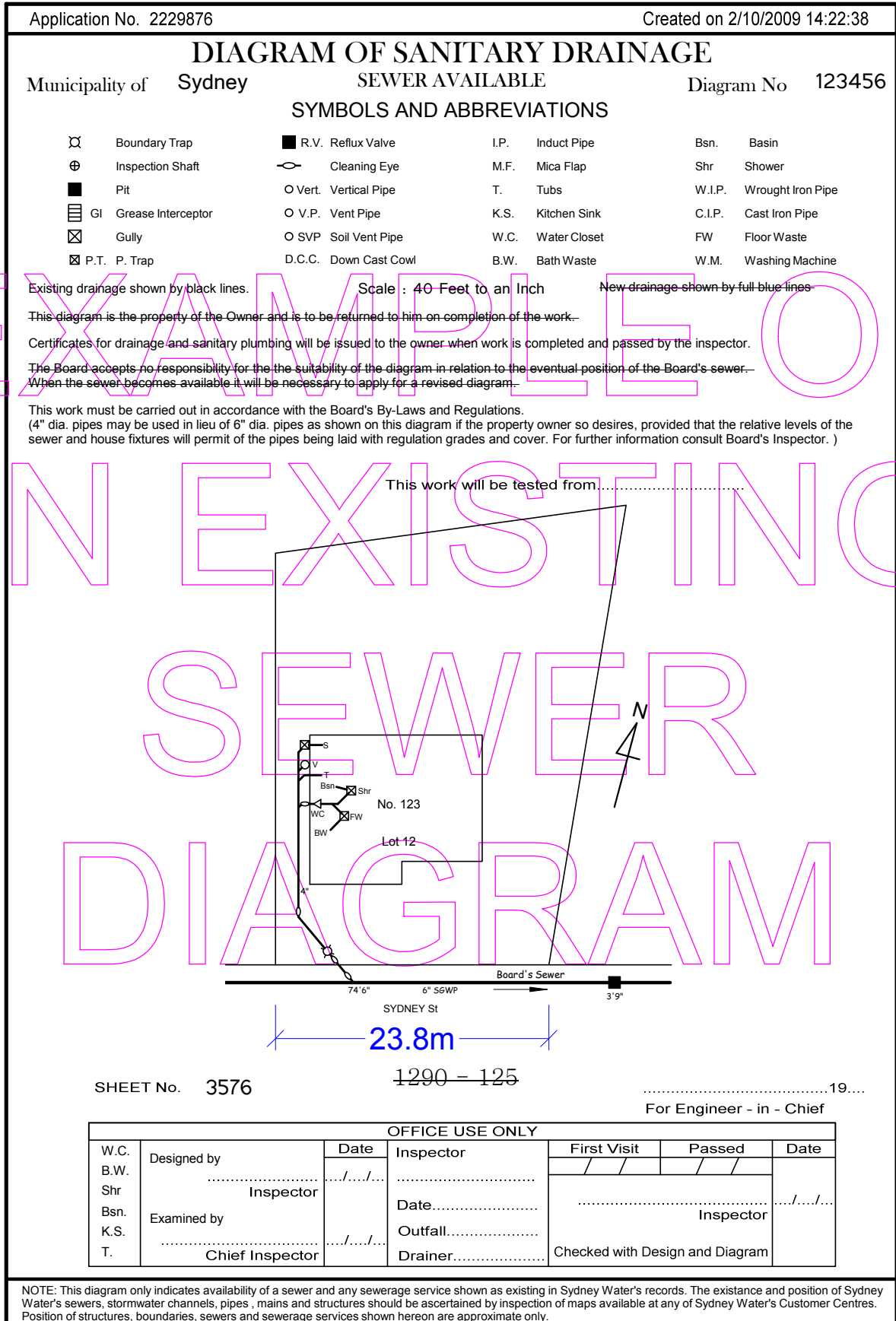
admin@sewerageservicediagram.com.au

In your email, please provide the length in metres of the front of the property boundary.

See example below, 23.8m.

Now, please go to STEP 2.

Call mobile no. 0428 828 629 if you need assistance.



EXAMPLE OF AN EXISTING SEWER DIAGRAM

SKETCH-UP© DIAGRAM

MUNICIPALITY OF SYDNEY

SUBURB OF..... SYDNEY

SSD..... 123456

LOT No. 12 HOUSE No. 123

STREET SYDNEY St

SCALE 1 : 200

Licence No.

Licence No.

Permit / COC No.

Permit / COC No.

Signature

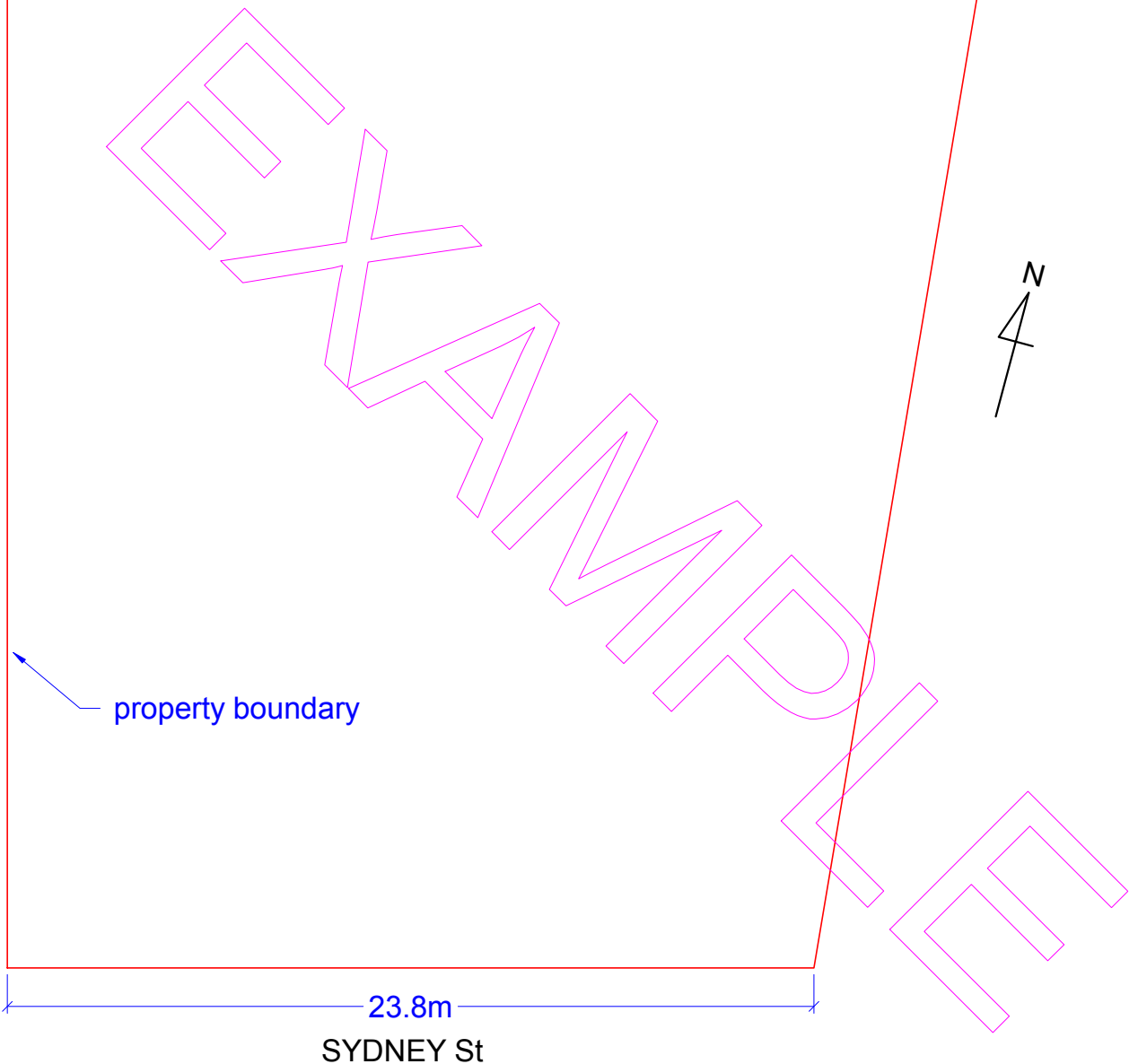
Date

Signature

Date

STEP 2

On receipt of the existing sewer diagram from you, the licensee, our company will return to you, via email, a PDF drawing of the new property boundary at a larger scale of 1 : 200. This larger scale will help you sketch on it, the new building outline. Please go to STEP 3



SKETCH- UP© DIAGRAM

MUNICIPALITY OF SYDNEY

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SSD 123456

LOT No. 12 HOUSE No. 123

STREET SYDNEY St

SCALE 1 : 200

Licence No.

Licence No.

Permit / COC No.

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Signature

Date

Signature

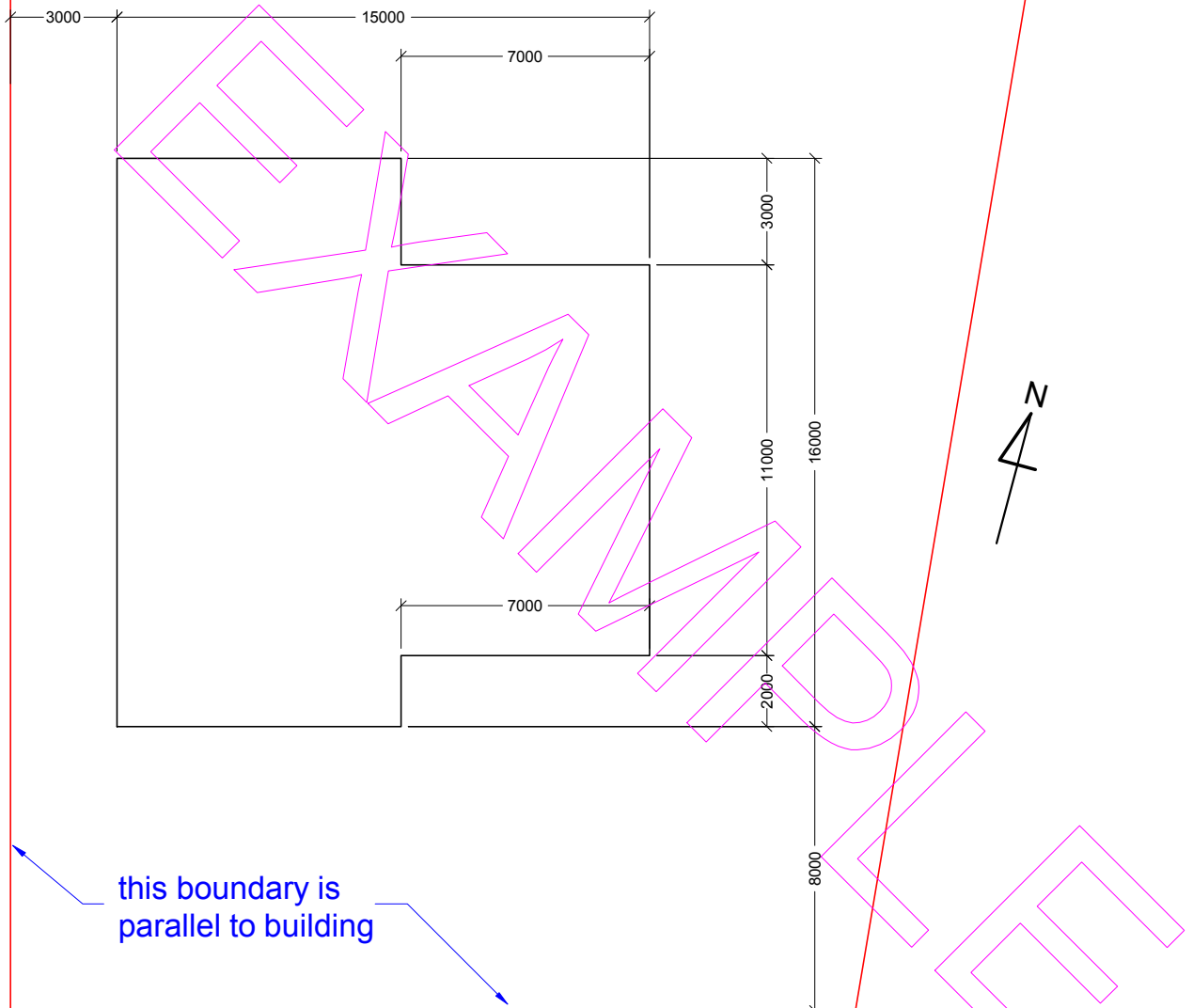
Date

STEP 3

Do a rough sketch of your clients building outline, including the dimensions in black biro (gives clarity when faxing/scanning) for both building outline & distance off property boundary.

NOTE: Only take measurements from boundary lines that are parallel to the building.

Please go to STEP 4.



SYDNEY St

SKETCH- UP© DIAGRAM

MUNICIPALITY OF **SYDNEY**

SUBURB OF **SYDNEY**

SSD **12356**

LOT No. **12** HOUSE No. **123**

STREET **SYDNEY St**

SCALE **1 : 200**

Licence No. **1234**

Licence No.

Permit / COC No. **4321**

Permit / COC No.

Signature *Jason Sydney*

Date **3.10.09**

Signature

Date

STEP 4

Using a black biro (gives clarity when faxing/scanning) & do the following.

1. Enter property & licensee details, and sign in spaces provided above.
2. Sketch the "as completed" drainage layout.
3. Provide dimensions to the "as completed" drains. Dimensions are more critical than the position of pipework.
4. Now Fax, or scan, then email this document back to our Company.

