



# APPLICATION FORM NEW WATER METER CONNECTION

NEW CUSTOMER     w/ EXISTING ACCOUNT  
 RESIDENTIAL     COMMERCIAL     GOVERNMENT

ATTACH 2X2 PICTURE

PERSONAL INFORMATION	SURNAME		FIRST NAME		MIDDLE NAME	
	BIRTHDAY (MM-DD-YEAR)			CONTACT NO.	MOBILE NO.	E-MAIL ADDRESS
	ADDRESS (UNIT NO./FLOOR, BUILDING NAME, BUILDING/HOME NO., STREET, BARANGAY, MUNICIPALITY)					
	GOVERNMENT ID <input type="checkbox"/> DRIVER'S LICENSE <input type="checkbox"/> PASSPORT <input type="checkbox"/> PRC <input type="checkbox"/> SENIOR CITIZEN <input type="checkbox"/> OTHERS _____ ID #: _____					
SPOUSE INFORMATION	SURNAME		FIRST NAME		MIDDLE NAME	
	<input type="checkbox"/> NOT APPLICABLE					
BUSINESS INFORMATION	BUSINESS NAME					
	ADDRESS					
	CONTACT DETAILS		CONTACT PERSON		DESIGNATION	
	DTI/SEC REGISTRATION NO.			TIN		
CONNECTION DETAILS	PIPE SIZE OF IN-HOUSE PLUMBING <input type="checkbox"/> 1/2" <input type="checkbox"/> 3/4" <input type="checkbox"/> 1" <input type="checkbox"/> 2"					
	NO. OF METER/S FOR APPLICATION <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3    Others _____					

Check box to indicate that you understand and agree to the policies of LARC's New Service Connection Application Process

*By signing in this section, I/we hereby certify that all information and documents furnished to Laguna Water District Aquatech Resources Corporation in connection with this application are true and correct in all material respectively.*

\_\_\_\_\_

SIGNATURE OVER PRINTED NAME

to be filled up by LARC personnel

DEMAND WEIGHT FIXTURE	Point Value	Quantity	Total	WATER SERVICE INFORMATION
Bathroom Faucet	1			<b>Classification:</b> <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Government  <b>Establishment:</b> <input type="checkbox"/> Bungalow/One-Storey <input type="checkbox"/> 2-Storey <input type="checkbox"/> 3-Storey <input type="checkbox"/> Others _____  <b>Recommended Tapping:</b> <input type="checkbox"/> Separation: Meter # _____ <input type="checkbox"/> Across <i>if Along or Across:</i> <input type="checkbox"/> Concrete Breaking <input type="checkbox"/> Along <input type="checkbox"/> Brgy. <input type="checkbox"/> Sidewalk <input type="checkbox"/> DPWH <input type="checkbox"/> Pathway  <b>Other Information:</b> Recommended Meter Size: _____ Zone: _____    Account Number: _____ Nearest Meter Installed (meter number) _____
Bidet	1			
Washing Machine	4			
Kitchen Sink/ Laundry Sink	1.5			
Shower	2			
Lavatory	1			
Bathtub	4			
Water Closet w/ Flush	2.5			
<b>TOTAL FIXTURE UNIT POINT</b>				
<b>Table 1-Meter Sizing</b>				
Meter Size	Fixture Unit			
1/2"	Up to 30			
3/4"	31-37			
1"	Over 38			

Inspector Remarks

I hereby certify that the above Water Service Application has been inspected on \_\_\_\_\_. That the above information satisfies all the requirements necessary for installation for new service connection. I recommend that this installation be ( ) approved ( ) disapproved.

- Reason for Disapproval
- Incomplete requirements
  - With existing water meter on the given address with arrears
  - Acquired property - previous owner has unsettled arrears

\_\_\_\_\_

SIGNATURE OVER PRINTED NAME  
Customer

\_\_\_\_\_

SIGNATURE OVER PRINTED NAME  
Zone Specialist

## DATA PRIVACY CONSENT FORM

Laguna Water District Aquatech Resources Corporation, in compliance to the Republic Act No. 10173 otherwise known as the Data Privacy Act of 2012, put premium value to the confidentiality of personal data. This form details how the company process the personal data and how they obtain consent from the data subjects.

### PERSONAL DATA COLLECTION

When you fill out an application form in order to avail of LARC services, we collect the following personal data from you:

- Name
- Address
- Civil Status
- Age/Birthday
- Contact Number
- E-mail Address
- Government ID

### PERSONAL DATA PROCESSING

We store, processes and analyzes the information that the data subject provides to us for purposes, including but not limited to:

1. Provide and continuously improve LARC water services.
2. Verify data subject identity and eligibility to water service connection and claim refunds.
3. Send information related to LARC services such as, but not limited to, water service interruption, updates and alerts.
4. Respond to data subject inquiry, concern and complaint.
5. Enabling LARC to accept bill payments according to data subject enrolled payment mode.
6. Other purposes in connection with LARC water services.

### PERSONAL DATA DISCLOSURE AND SHARING

LARC shall not disclose the personal data of the data subject, except when: (1) There is written consent from the Data Subject; (2) Requested of government regulators; (3) Required by law; and (4) Has engaged a third party to assist with its activities and such engagement shall be subjected to a Non-Disclosure or Confidentiality Agreements.

### PERSONAL DATA PROTECTION

In keeping with the security requirements of the DPA, we implement, organizational, physical, and technical measures to protect the data you share with us. We store your personal data in secure location and only authorized personnel with access codes can process and access your personal data. Furthermore, all our employees have duly executed a Non-Disclosure Agreement (NDA) to ensure their commitment to protecting your data and safeguarding your rights as data subjects. We likewise restrict entry to our offices where we keep records of your personal data by

enabling security features 24/7. CCTV are also installed in our offices and they are manned by authorized personnel 24/7.

### PERSONAL DATA RETENTION

LARC period of retention of personal data is five (5) years from the date of the termination of the contract after which personal data will be deleted/destroyed properly and securely.

### DATA SUBJECT RIGHTS

As a data subject, you have rights under the DPA. The following are your rights as a data subject:

- (1) To be informed
- (2) To object
- (3) To access
- (4) To data portability (for data stored electronically)
- (5) To correct
- (6) To block/remove
- (7) To file a complaint
- (8) To be indemnified

### RIGHT TO PRIVACY

As provided by the Act, you may object to the processing of your personal data, request to access your personal information, and/or have it corrected, erased, or blocked on reasonable grounds. For the details of your rights as a data subject.

As part of our compliance with the DPA, we have appointed our own Data Protection Officer and you may reach her at: [jmm.delapena@larc.com.ph](mailto:jmm.delapena@larc.com.ph) . You may also exercise your rights by sending our DPO an email with the subject "DPO-RIGHTS".

This privacy notice may be updated from time to time, subject to emerging policies and issuances of the National Privacy Commission. When we do update this privacy notice, we will send you a copy of the updated privacy notice via email.

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### CONSENT

I have read this form, understood its contents and consent to the processing of my personal data. I understand that my consent does not preclude the existence of other criteria for lawful processing of personal data and does not waive any of my rights under the Data Privacy Act of 2012 and other applicable laws.

Signed this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_  
at \_\_\_\_\_ City.

\_\_\_\_\_  
Name of Applicant

Should you have questions or concerns about this consent form, please call 536-4127 or email us at [larc.main@larc.com.ph](mailto:larc.main@larc.com.ph).