



**Service Application and Construction Order (SACO)**  
**TRANSFER OF WATER METER OWNERSHIP**

Account Number: \_\_\_\_\_ SR/MJO No.: \_\_\_\_\_ Date: \_\_\_\_\_

**ORIGINAL** Owner: \_\_\_\_\_

**NEW** Owner: \_\_\_\_\_

Permanent Address: \_\_\_\_\_

Contact Number/s: \_\_\_\_\_

Purpose for Water Use:  DOMESTIC/RESIDENTIAL  OTHERS (Specify) \_\_\_\_\_  
 GOVERNMENT \_\_\_\_\_  
 COMMERCIAL / INDUSTRIAL (Specify) \_\_\_\_\_  
 (Line of Business) \_\_\_\_\_

I HEREBY APPLY FOR A WATER SERVICE CONNECTION ½ " / 1" TO BE LOCATED AT *(complete address)*

I UNDERSTAND THE CONNECTION WILL NOT BE MADE UNTIL IT IS APPROVED AND ALL BASIC CHARGES ARE PAID.  
 I ASSUME RESPONSIBILITY FOR THE METER AND ALL WATER THAT WILL PASS THROUGH THE CONNECTION.  
 I WILL CONFORM TO THE RULES AND REGULATIONS OF THE WATER DISTRICT.

I'm authorizing the Manaoag Water District (MANWAD) to collect my personal informations to be used for this application only, hence, waiving all claims and/or actions against MANWAD officers and staffs.

\_\_\_\_\_  
*(Signature over printed name.)*

Total Guaranty Deposit: P \_\_\_\_\_ Effectivity Date: \_\_\_\_\_

**AMOUNT OF CHARGES DUE:**

1.) GUARANTY DEPOSIT / UPDATE - P \_\_\_\_\_  
 O.R. No. : \_\_\_\_\_ dated \_\_\_\_\_  
 2.) NOTARIAL FEE - P 50.00  
 O.R. No. : \_\_\_\_\_ dated \_\_\_\_\_  
Total Charges - P \_\_\_\_\_

Amount collected by:  
 \_\_\_\_\_  
 Cashiering Assistant

**SERVICE CONNECTION RECORD:**

Water Meter No. : \_\_\_\_\_  
 Brand : \_\_\_\_\_ Size : \_\_\_\_\_  
 Initial Reading : \_\_\_\_\_  
 Installed by : \_\_\_\_\_  
 WSMM (Plumber)  
 \_\_\_\_\_  
 Date Installed / Reconnected

Processed by:

Certification as to the completeness of requirements:

**BIANCA LOUISE M. SORIANO**  
 Utilities/Customer Service Assistant D

**ANNABELLE V. FERRER**  
 Utilities/Customer Service Officer A

**WATER SERVICE AGREEMENT**

(Revised January 25, 2022)

*KNOW ALL MEN BY THESE PRESENT:*

This Agreement executed and entered into by and between:

The **MANAOAG WATER DISTRICT**, a Government Owned and Controlled Corporation, duly organized and existing under and by virtue of P.D. 198, as amended, with office address at Aquino St., Poblacion, Manaoag, Pangasinan, represented herein by its General Manager, **FLORDELIZA N. TEJANO**, hereafter referred to as the "**WATER DISTRICT**",

-and-

\_\_\_\_\_, of legal age, single/married/widow, Filipino/a corporation/organization duly organized and existing under the laws of the Republic of the Philippines represented herein by \_\_\_\_\_, and with residence/office address at \_\_\_\_\_, herein referred to as the "**CUSTOMER**",

WITNESSETH:

WHEREAS, the **WATER DISTRICT** agrees to supply the **CUSTOMER** his/her water requirements at the herein stated address subject to the following terms and conditions, to wit:

1. That the **CUSTOMER** agrees and binds himself to pay the present applicable fees for registration/application and other charges for new water service connection;
2. That the service connection shall service only the premises or establishment specified in the application;
3. That the **WATER DISTRICT** shall determine the applicable classification of the **SERVICE CONNECTION** in accordance with the nature of the usage of water and type of establishment to be serviced;
4. That in case the **CUSTOMER** is renting or is not the owner of the house/ establishment and/or lot to be served, he/she shall secure authority from the property owner/s;
5. That the installation of the service connection shall be done only by the authorized personnel of the **WATER DISTRICT** after approval and release of the corresponding job order and after payment of the pertinent fees by the **CUSTOMER**;
6. That the **CUSTOMER** shall allow the authorized representative/s of the **WATER DISTRICT** to enter his/her premises or establishment to enable such representative/s to inspect the service connection and to perform duties and responsibilities as prescribed by the Policies and Procedures of the **WATER DISTRICT** pursuant to any Rules and Regulations that may hereafter be promulgated, without holding such representative/s liable for trespassing into herein stated premises or establishment;
7. That the **CUSTOMER** understands and accepts that the **WATER DISTRICT** shall not be held responsible for the variation of water pressure and it reserves the right to interrupt service while making emergency repairs or for other causes, which in the discretion of the Water District, necessitates such interruption of service. Further, if the concessionaire will be dependent upon continuous water supply, he/she shall provide his/her own emergency storage of water;

8. That the **CUSTOMER** shall assume responsibility over the water meter and all water that will pass through the connection, and to inform the **WATER DISTRICT** without delay in case of loss, damage or destruction of the water meter;
9. That in the event of loss, damage and/or destruction of the water meter and/or service/main line, the **CUSTOMER** will bear the cost of the replacement thereof;
10. That the **CUSTOMER** agrees to pay on a regular basis such prevailing water rates and charges as set forth, fixed and approved by the Local Water Utilities Administration (LWUA) and implemented by the Manaoag Water District (MANWAD). Such rates may be modified, altered and/or increased, subject to review and approval of the LWUA;
11. That the **CUSTOMER** agrees to pay his/her bill promptly on or before the due date specified on the billing receipt. Payment shall be made directly at the office of the **WATER DISTRICT**. A penalty charge of ten percent (10%) will be added to the current billing if payment is made after the due date;
12. That the **WATER DISTRICT** reserves the right to disconnect the service connection for any violation of the terms of this contract or for any violation of or deviation from the Rules & Regulations and Policies of the Water District. Consequently, updating of records and the cost of reconnection fees & charges must be paid in full before service will be restored;
13. That the **CUSTOMER** shall be liable and responsible for any tampering, transferring, interference with or breaking of seal of the water meter installed at the subject to penalties as prescribed by the applicable Philippine laws and as provided in the Utility Rules and Regulations of the Manaoag Water District;
14. That in case of suit arising from this Contract, the venue shall be in the court of Justice of Manaoag, Pangasinan. The **CUSTOMER** shall be liable to pay attorney's fees and other litigation charges;
15. That the **CUSTOMER** shall conform to the Rules & Regulations, Policies and all other Orders of the **WATER DISTRICT**.

**IN WITNESS HEREOF**, the parties have hereunto affixed their signatures this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_ at Manaoag, Pangasinan.

**MANAOAG WATER DISTRICT**  
For & By the Authority of the  
General Manager:

**CUSTOMER:**

**RUSTY MARK V. FLORES**  
Division Manager C,  
Finance & Commercial Division  
I.D. No. MANWAD 77  
Issued on May 11, 2015  
Issued at Manaoag, Pangasinan

\_\_\_\_\_  
(Signature over Printed name.)  
CTC/I.D. No. \_\_\_\_\_  
Issued on \_\_\_\_\_  
Issued at \_\_\_\_\_

**WITNESS:**  
\_\_\_\_\_

**WITNESS:**  
\_\_\_\_\_

**ACKNOWLEDGMENT**

REPUBLIC OF THE PHILIPPINES                    }  
PROVINCE OF PANGASINAN                    } S.S.  
MUNICIPALITY OF MANAOAG                    }

BEFORE ME, a Notary Public, for and in Manaoag, Pangasinan, this \_\_\_\_\_  
day of \_\_\_\_\_, 20\_\_\_\_ personally appeared the following:

<u>Name</u>	<u>Competent Evidence of Identity</u>	<u>Date of Issue / Expiry Date</u>	<u>Place of Issue</u>
RUSTY MARK V. FLORES	MANWAD I.D. No. 77	11-May-15	Manaoag, Pangasinan

They are both known to me to be the same persons who signed the foregoing document and acknowledged to me that their signatures prove their free acts and the entity / entities they represent.

SIGNED and SEALED on \_\_\_\_\_, 20 \_\_\_\_ in Manaoag, Pangasinan.

\_\_\_\_\_  
NOTARY PUBLIC

Doc. No. \_\_\_\_\_ ;  
Page No. \_\_\_\_\_ ;  
Book No. \_\_\_\_\_ ;  
Series of 20 \_\_\_\_\_ .