

1. How do I apply for a proposed Shutdown?

You must complete an application form for a Proposed Shutdown. This form can be obtained from:

- a) Cork City Council website
www.corkcity.ie
- b) Water Services Section
Tel: 021 4924178
- c) Reception Desk, City Hall, Cork.

Please note that some shutdowns require a Road Opening Licence. A Road Opening Licence is required if the work involved, includes an excavation that is not on private property. If this is the case, then you must also complete an application form for a Road Opening Licence.

2. Is there a cost for a Shutdown?

Yes, the schedule of charges are as follows:

Working Hours	Fee
Mon-Thurs 9am-5pm Fri 9am-3.30pm	€25
Outside the above hours	€650

3. What happens when I complete the application form?

You can return the completed application form for a Shutdown, the application form for a Road Opening Licence (if required) and the relevant fees to the Reception Desk, City Hall or post to the Water Services Section, City Hall, Cork. If applicable, your application for a Road Opening Licence will then be forwarded to the Roads Control Division who will contact you re: same in due course.

Note: If a Road Opening Licence is required, then an application for a Shutdown will not be accepted unless an application for a Road Opening Licence is attached.

4. Who is responsible for the Shutdown?

A Cork City Council Official is the only person authorised to switch off a valve in the city .

5. What work do I need to do?

Excavation to be completed by the applicant prior to the water being turned off.

6. Are there any other additional charges that may occur?

A Road Opening Licence will be required for all excavations of the public ground. There is an additional charge for this. The guidelines for obtaining a Road Opening Licence are attached.

7. How will I know when the work will commence?

Once you have obtained a Road Opening Licence, you will receive written confirmation from the Water Services Section of the date & time the Shutdown will be carried out.

8. What happens when the Shutdown is completed?

It is your responsibility to permanently reinstate the road that was excavated to the satisfaction of Cork City Council.

Useful Telephone Numbers

Water Services Section
City Hall
Cork
Tel: 021 4924178

Water Services Technicians Office
City Hall
Cork
Tel: 021 4924280

Roads Control Division
City Hall
Cork
Tel: 021 4924277



**COMHAIRLE
CATHRACH CHORCAÍ
CORK CITY COUNCIL**

GUIDE TO A PROPOSED SHUTDOWN

**City Hall, Cork.
Website : www.corkcity.ie**