

MAKING A PRELIMINARY ADOPTION APPLICATION

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	4	Bonds Application AR24 Agreement. You o below and compl Click to open.	r this Article 161 Application - AR2400037.01: we the hattached documents regarding your A161 20037.01 ou now need to return details regarding your B an do this by clicking the link 'Complete Agreement Details eting the form. Regards. A161 Team	16 Apr iond 5'
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Log into the NI Water Self Service Portal and ensure you are on the homepage by clicking the 'Home' button in the top right corner of the screen.

From this screen, navigate to the 'Developer Services' tile, followed by 'Article 161' and then click 'Applications'.

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Developer Services	آمی Trade Effluent	Service Charges		
Article 161				New Application
Developers are required to submit: The application line to be bit to any application. The completed applicat When all necessary information is p the acceptability of the propose the acceptability of the proposed the acce	the Anside IG1 Application via the Self Service and an application one in the been submittin ion will be checked for compliance with the rowided to enable as processiony applica- tion of the any conditions that may be applied; if and any conditions that may be applied; if and any conditions that may be applied; if and any conditions that may be applied; if any conditions that may be applied; and signatures will all be requested / comp argates can be found in the current Scheme on spile you a decision as to whether your ap to	e Porst, The submitted application will have a high-herd in equivalence of its in longer required head point will have requirements of the Sewers for Adoption (NI) Current Edition stoon, you will be notified via the Self Service Porst of: sociated with administration / legal fees, inspection of the plead via the Self Service Porst. of Charges L should be notes that the fees quoted will reen charges, other financial influe pilotation is being granted or refused, or the conditions of a	e assessment and following successful completion will be its the opportunity to request for it to be withdrawn. No applice m ² , works; ain valid for a period of 13 weeks from the date issued. If not nets, processes or specifications within the company, proval.	sued with a request for payment of the application fee ation fee refunds will be granted for a withdrawn accepted by receipt of the signed agreement and
Article 161 Applications				SearchQ
Application ID		▼ Site address	▼ Created On	▼ Status ▼
AR2400037_01		The Glade Meadows	16/04/2024 10:55	Authorised

The Article 161 will show all Approval Applications in the first table and all Adoption Applications in the second table.

To make an Adoption Application, click the green 'New Application' button in the top right corner (same as making an Approval Application).

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Developer Services	آس Trade Effluent	Service Charges		
Developer Services > Article16	51 > New Application			
Application Type				
Application type				

Select 'Adoption' from the 'Application Type' dropdown and click next at the bottom of the screen.

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Developer Services	لي Trade Effluent	Service Charges				
Developer Services > Article 16	1 > Applications > New Adoption					
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Select an Article 161 Adoption Application Type • Preliminary Adoption	2 Site Details	(3) Bank Di	d Document Upload	1	5 Terms & Conditions	·
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Select whether you are applying for 50% reduction or Preliminary Adoption from the 'Adoption Application Type' dropdown.

Please note, you no longer need to make a Final Adoption application. The Final Adoption process will be automatically initiated 11 months after Preliminary Certification is received.

Populate the 'Article 161 Application ID' and click 'Search'. A summary of the Article 161, including the Agreement Date, Site Address and Bond Amount will be shown.

After confirming the correct 'Article 161 Application ID' has been entered, click the 'Next' button and complete the remainder of the Adoption Application.

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Developer Services > Article 1	161 > Applications > New Adoption		I			
•	2		3 4		5	
Select an Article 161		Bank	Details Document Uploa		Tarms & Conditions	

If you encounter any issues throughout the process, please take a screenshot and email it along with a short description of the problem to <u>customerengagementteam@niwater.com</u> and they ensure it is pass on to the relevant team.