



**Dikjarazzjoni għal tibdil fin-numru ta' persuni firresidenza**

Change in number of persons declaration



A: ARMS Ltd. - P.O. Box 63, Marsa, MRS 1000, Malta  
E: applications.arms@arms.com.mt  
T: 8007 2222 *HELPLINE*  
W: www.arms.com.mt

**Għall-użu tal-uffiċċju**  
For office use only

**Numru tad-dokument tal-Karta tal-Identità**  
Identity Card document number

**Sid il-kont**  
Account holder

**Sezzjoni A / Section A**

**Numru tal-kont**  
Account number

**Kunjom u isem ta' sid il-kont**  
Surname and name of account holder

**Kunjom / Surname**

**Isem / Name**

**Karta tal-Identità' Maltija jew Permess ta' Residenza Maltija.**  
Maltese Identity Card or Maltese Residence Permit.

**Mowbajl/Telefown**  
Mobile/Telephone

**Indirizz elettroniku / E-mail address**

**Niżżel hawn l-indirizz fejn hemm is-servizz**  
Indicate here the service address

**Numru jew isem tal-fond / Number or name of premises**

**Triq / Street**

**Lokalità / Locality**

**Kodiċi Postali / Postcode**

**Sezzjoni B / Section B**

**Persuni li huma diġa reġistratifuq dan il-kont ser jiġu awtomatikament mnaqqsa, , għaldaqstant huwa mportanti li żżid l-persuni kollha li qeghdin jgħixu f'din il-propjeta.**  
Persons who are already registered on this account will be automatically removed, therefore it's important to add all the persons living in this property.

**Persuni li se jgħixu f'din il-propjeta / Persons who will be residing in this property**

**Għall-użu tal-uffiċċju**  
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<b>Isem u kunjom</b> Name and surname	<b>Numru tal-Karta tal-Identità' Maltija jew Permess ta' Residenza Maltija.</b> Maltese Identity Card or Maltese Residence Permit number.	<b>Numru tad-dokument tal-Karta tal-Identità</b> Identity Card document number



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## Sezzjoni D / Section D

### Dokumentazzjoni / Documentation

Isem tad-dokument <i>Name of document</i>	Noti <i>Note</i>
<b>Dokumenti ġenerali / General documents</b>	
<b>Identifikazzjoni</b> (dan iservi biss għall-awtentikazzjoni)  <i>Identification (this is only for authentication)</i>	<b>Kopja miż-żewġ naħhat tal-Karta tal-Identita' Maltija jew Permess ta' Residenza Maltija ta' sid il-kont u l-persuni li ser jiżiedu, maħruġa skont l-Att dwar il-Karta tal-Identita'.</b>  <i>Copy of both sides of the Maltese Identity Card or Maltese Residence Permit of the account holder and persons to be added, issued in terms of the Identity Card Act.</i>
<b>Awtorizzazzjoni mill-kumpanija</b> (għall-kumpaniji biss)  <i>Company authorisation (for companies only)</i>	<b>F'każ ta' entità kummerċjali, prova li l-persuna li qed tiffirma f'isem il-kumpanija għandha l-awtorizzazzjoni neċessarja. Din tista' tkun jew il-memorandum tal-kumpanija jew riżoluzzjoni tal-bord valida.</b>  <i>In the case of a commercial entity, proof has to be provided that the person signing on the form on behalf of the company has the necessary authorisation to do so. This can either be the Memorandum of Articles of the company or a valid board resolution.</i>

## Sezzjoni E / Section E

### Informazzjoni importanti / Important information

- Il-bidliet mitlubin fis-sezzjoni B jidhlu fis-seħħ mill-kont li jmiss.**  
*The changes requested in section B will start to apply from the next bill.*
- Il-persuni li se jiżiedu bhala residenti fuq il-kont indikat f'sezzjoni A, se jitnaqqsu awtomatikament mill-kont fejn huma attwalment registrati.**  
*The persons to be added as residents to the account specified in section A, will be automatically removed from the account they are currently registered.*
- In-numru totali ta' persuni li jirriżulta mill-bidliet mitlubin f'sezzjoni B, se jkun viżibbli fuq il-kont, fuq in-naħa tal-lemin, taht l-indirizz tas-servizz. Jekk in-numru jirriżulta f'zero, it-tariffa taqleb awtomatikament għal Domestiku u r-rati ta' konsum ta' din it-tariffa japplikaw.**  
*The total number of persons resulting from the changes requested in section B, will be visible on the invoice, on the right-hand side, below the service address. If the number results in zero, the tariff changes automatically to Domestic and its consumption rates apply.*
- Huwa rakkomandat li qari riċenti tal-arloġġi relatati mal-kontijiet kollha fejn persuni ser jiżiedu jew jitnaqqsu, jiġu pprovduti biex il-benefiċċji tar-residenti jitqassmu b'mod aktar preċiż. Sezzjoni C ta' din il-formola tagħti lok fejn sid il-kont jista' jipprova l-qari tal-arloġġi tal-post indikat f'sezzjoni A. Għall-qari ta' postijiet oħra affettwati mill-bidliet mitlubin f'din il-formola, għandhom jiġu pprovduti fuq formola J għal kont aġġornat u tkun iffirmata minn sid il-kont rispettiv.**

*It is recommended that recent readings from the meters related to the accounts where persons are being added or removed, are provided so that resident benefits are distributed in a more accurate manner. Section C of this application offers the account holder to provide readings of the meters of the premises indicated in section A. For readings of other premises affected by the changes requested on this application, these must be provided on a form J for an updated bill and to be signed by the respective account holder.*



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## Privacy Notice

Your personal data will be processed for the purposes of providing you with electricity and/or water services. Accordingly, depending on the service/s concerned by your request in this application, please note that in this Notice “We”/“Us”/“Our” means:

- Both Enemalta plc and Water Services Corporation if your request concerns both electricity and water services; or
- Enemalta plc if your request concerns electricity service only; or
- Water Services Corporation if your request concerns water service only

Note that ARMS Ltd has been appointed as Our processor and therefore your information will also be processed by such entity on Our behalf.

How, what and why do we collect your data?

We regularly collect personal data as part of our utility services and legal obligations. The term “personal data” refers to all information which can render you personally identifiable, and We typically process personal data such as your name, surname, ID Card/Passport number and associated document number, address, contact number, contact e-mail, meter readings, billing information, account and meter number.

Irrespective of the manner that We have collected your personal data, We will only process such data for the purposes of the provision of electricity and/or water services and purposes which are inherently related thereto. We typically process your personal data on the basis of the following legal bases:

- Entering into and performing a contract;
- Our legitimate interests in terms of security and safety purposes, safeguarding of our rights through arbitration/legal proceedings and any other legitimate interests which we may have in relation to the services provided;
- Compliance with legal obligations imposed on Us; and
- Consent provided by yourself

There may be instances where We may also rely on a public interest in processing your data.

We may share your personal data with selected individuals within Our companies, on a need to know basis. Your personal data may also be shared to other third parties as explained in more detail in Our Privacy Notices at the links mentioned hereunder. We retain your personal data exclusively for the period in which We may lawfully retain your data, which period is normally 10 years from the date you cease to be Our client. You have certain rights in relation to your personal data including: right of access, right to erasure, right to object, right to data portability, right to rectification, right to restriction, right to withdraw your consent and right to be informed of the source.

Your rights in relation to your personal data are not absolute.

More information can be accessed in Our Privacy Notices, including on how to exercise your rights, which are accessible at:

- <https://arms.com.mt/en/privacy-notice> if your request in this application concerns both electricity and water services; and
- <https://www.enemalta.com.mt/uncategorised/privacy-notice-electricity-customers/> if your request in this application concerns electricity service only; and
- <http://www.wsc.com.mt/privacy-notice/> if your request in this application concerns water service only

You may contact Us or Our Data Protection Officer/s if you have any queries or complaints related to the processing of your personal data at the contact details below:

ARMS Ltd Contact number: 80072222 E-mail: <a href="mailto:customercare@arms.com.mt">customercare@arms.com.mt</a> Address: ARMS Ltd Offices, Qormi Road, Luqa, LQA 9043.	ARMS Ltd Data Protection Officer Contact number: 22452725 E-mail: <a href="mailto:dpo.arms@arms.com.mt">dpo.arms@arms.com.mt</a> Address: ARMS Ltd Offices, Qormi Road, Luqa, LQA 9043.
Enemalta plc Contact number: 80072224 E-mail: <a href="mailto:customercare.em@enemalta.com.mt">customercare.em@enemalta.com.mt</a> Address: Central Administration Offices, Church Wharf, Marsa, MRS 1000.	Enemalta plc Data Protection Officer Contact number: 22980583 E-mail: <a href="mailto:dpo.em@enemalta.com.mt">dpo.em@enemalta.com.mt</a> Address: Central Administration Offices, Church Wharf, Marsa, MRS 1000.
Water Services Corporation Contact number: 80076400 E-mail: <a href="mailto:customercare@wsc.com.mt">customercare@wsc.com.mt</a> Address: Water Services Corporation, Qormi Road, Luqa, LQA 9043.	Water Services Corporation Data Protection Officer Contact number: 22443240 E-mail: <a href="mailto:dpo@wsc.com.mt">dpo@wsc.com.mt</a> Address: Water Services Corporation, Qormi Road, Luqa, LQA 9043.

You also have a right to lodge a complaint with the Office of the Information and Data Protection Commissioner in Malta ([www.idpc.gov.mt](http://www.idpc.gov.mt)). This notice may be updated at Our sole discretion. Amendments as a result of changes in applicable law or processing activities will be communicated to you prior to the commencement of the relevant processing activity.

### Applicant's Declaration

I, the account holder, declare that the information provided is correct and that the address in Section A is the primary residence of the persons listed in Section B of this Form, and that I am willing to abide by all the conditions of the Electricity Connection and Supply Regulations (S.L. 545.41), the Electrical Installations Regulations (S.L. 545.24), the Water Supply Regulations (S.L. 545.03), and all other applicable laws, rules, and procedures.

I confirm that I have read and will comply, without reservation, with all the conditions listed in this form. I accept responsibility for the accuracy and truthfulness of the information provided and agree that any inaccuracies shall be subject to the terms of the applicable laws of Malta. As a result, among other things, I understand and accept that there may be suspension of the service and/or that the entities may exercise any legal or judicial action necessary to protect their interests at law.

I also declare that I have obtained the necessary consent and authorization to provide the company with the personal data of these individuals and to add them to the account.

In the case of minors, I also confirm that I am legally authorized to register the minor on the account. I declare that I am assuming full responsibility in this regard and agree and accept to hold harmless and indemnify the company in the event that I am not authorized to register the minor as indicated.

ARMS Ltd, Enemalta plc, and the Water Services Corporation reserve the right to terminate and revoke the granting of the service(s) in the applicant's name through this form if the information provided is incorrect and/or in the event of a dispute raised by third parties with a legitimate interest. I understand this declaration and the consequences arising from it, and I fully and unreservedly agree with its contents. I also confirm that I have read and understood the applicable Privacy Notice.

Account holder's signature

Date