



# Request for Meter Installation New Service Agreement

Office Use Only			
Clerk Initials	Account Number	Work Order Created? <input type="checkbox"/>	
Payment Received <input type="checkbox"/>	Permit No.	Permits Paid <input type="checkbox"/>	Ready For Install <input type="checkbox"/>

### Contractor Information

Residential  Commercial  Builder

Requested Installation Date:

Name of Contractor: \_\_\_\_\_ Date \_\_\_\_\_

Physical Service Address: \_\_\_\_\_

### Property Manager/ Billing Information

Emergency Contact: \_\_\_\_\_  
*Last First M.I.*

Phone: \_\_\_\_\_ Email \_\_\_\_\_

Property Manager: \_\_\_\_\_  
*Name*

Phone: \_\_\_\_\_ Email \_\_\_\_\_

Billing Address: \_\_\_\_\_  
*Street Address*  
\_\_\_\_\_  
*City State Zip*

### Customer Agreement

#### Terms & Conditions

- I understand billing will begin once the meter is installed at the requested address.
- I understand that Public Works has up to five (5) business days to install the meter at the requested address.
- I understand that the requested address must be visible from the street, the meter box must be set, and the curb stop must be installed before installation of the meter can occur.
- I understand that if Public Works is unable to install the meter, I am required to contact Public Works to reschedule installation.
- I understand that I am financially responsible for any and all damages incurred to the meter(s), meter box(es), service line, and/or metering endpoint.

Signature \_\_\_\_\_ Date \_\_\_\_\_