PAULDING COUNTY WATER SYSTEM

3844 Atlanta Hwy • Hiram, GA 30141
Telephone (770) 222-6850 • Fax (770) 222-8815

WATER METER INSTALLATION POLICY AND ACKNOWLEDGEMENT FORM

We would like to thank you for choosing to be a customer of the Paulding County Water System. Your application for water service is welcomed and will be processed promptly.

In order to avoid a $25.00 trip charge, the applicant's meter location **MUST** meet the following criteria:

- The lots must be visibly marked either on the permit box or the curb.
- The water meter box and lid must be visible and flush with the finished grade.
- The water meter box and lid must be undamaged.
- The curb stop must be level and located at the "back" (street side) of the meter box with sufficient space for the water meter and backflow prevention device to be installed.
- This form must be signed, dated, and submitted by an authorized representative of the applicant's firm (e.g. Builder, General Contractor, etc.)

A tampering and/or replacement fee will be charged if any of the following criteria is found after the meter assembly has been installed:

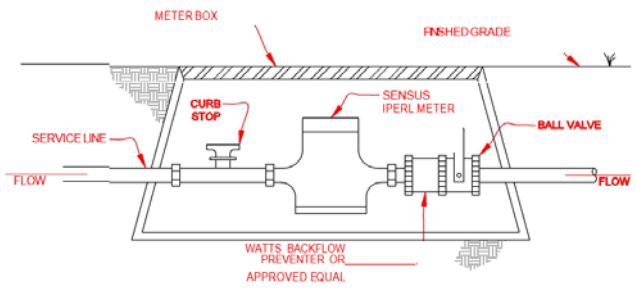
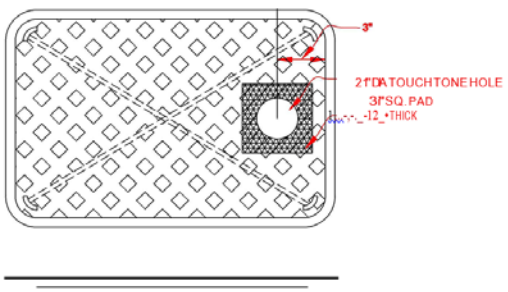
- Missing or Broken item(s) from Main to Hand Valve; including but not limited to the Saddle, Service, Corp, Curb Stop, Meter, Backflow and/or Hand Valve
- Service and/or Meter pulled out of meter box
- Disconnecting any part of the meter assembly

With the receipt of this acknowledgement form, Paulding County Water System will create a work order to install the water meter ***one year*** from submitting your application for service. During that time period if you are ready for your meter to be installed and you have verified that your meter location meets all the criteria listed above, please contact our office at 770-222-6868. Please allow up to two business days for any installations you request. If our staff confirms that the above conditions are met, then a water meter and backflow prevention device will be installed.

If you have not scheduled your meter installation, within the one year time frame, Paulding County Water System will attempt to set the meter on the original scheduled date.

_____ _____

Company Name (please print) Date

_____ _____

Name (please print) Signature