

BUTLER COUNTY WATER SYSTEM, INC. APPLICATION FOR SERVICE

Cust. No. \_\_\_\_\_

Map No. \_\_\_\_\_

SECTION 1

ADDRESS OF SERVICE TO BE ACTIVATED \_\_\_\_\_

NAME \_\_\_\_\_

SOCIAL SECURITY NO. \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

DRIVERS LICENSE NO. \_\_\_\_\_

HOME PHONE NO. \_\_\_\_\_

PLACE OF EMPLOYMENT \_\_\_\_\_

SPOUSE OR ROOMMATE'S NAME(S) \_\_\_\_\_

WORK OR 2<sup>ND</sup> PHONE NO. \_\_\_\_\_

SPOUSE OR ROOMMATE'S SOC SEC NO(S): \_\_\_\_\_

OWN \_\_\_\_\_ RENT \_\_\_\_\_ IF RENTAL LIST LANDLORD'S NAME & PHONE NO.: \_\_\_\_\_

SECTION 2

The undersigned hereby applies for existing water service from the Water System and agrees to the following:

- 1. To pay the deposit and connection charges applicable. Deposit is refundable upon termination of service and payment of all accounts owed.
2. To purchase water service under rates, policies, rules and regulations of the System. No more than one residence, including mobile homes, or business may connect to one water meter.

OR

The undersigned hereby applies for new installation of water service from the Water System upon the following terms:

- 1. The Applicant will pay to the System the sum established as the non-refundable connect fee, which when accepted by the System, will constitute the installation fee for water service.
2. The fee for a residential 5/8-inch meter is \$450.00. The fee for a 1-inch meter is \$550.00. The fee for a 1-1/2 inch meter is \$1,150.00.
3. The Applicant agrees to permit the System to lay, maintain, repair, remove and disconnect a service line and meter, and read meter at a point on Applicant's property to be designated by the System for each meter with right of direct ingress and egress from the road for these purposes over Applicant's property.
4. The Applicant will install and maintain a service line at his own expense, which shall begin at the water meter and extend to the dwelling or other portions of his premises.
5. The Applicant assumes responsibility for any damage to metering equipment in making connection to the meter.
6. Applicants applying for installation of 2, 3, and 4-inch meters will be subject to this contract and the following installation fee provided the meter is set within 5 feet of the distribution line.
7. In consideration of water service to serve the premises of the Applicant, the Applicant agrees to pay for water service at a minimum monthly rate based on meter size in accordance with the rates approved by the Public Service Commission for one consecutive month, beginning on the date service becomes available and continuing monthly until written notice is received by the Water System 3 days in advance of the requested termination date.
8. The Applicant agrees to purchase water service under rates, policies, rules and regulations of the System. Copies of rates, policies, rules and regulations are available for inspection.

X Signature \_\_\_\_\_

Date \_\_\_\_\_

FOR OFFICE USE ONLY

Date Existing Service Requested \_\_\_\_\_

Water Deposit \_\_\_\_\_

Connect Fee \_\_\_\_\_

Contribution \_\_\_\_\_

Permit No. \_\_\_\_\_

Residence/Business/Other \_\_\_\_\_

Method of Payment \_\_\_\_\_

Auto Bank Draft Offered \_\_\_\_\_

Void Ck Filed w/Signed Form \_\_\_\_\_

Outstanding Bill Review \_\_\_\_\_

Employee Signature \_\_\_\_\_

AUTOMATIC PAYMENT AUTHORIZATION



NAME \_\_\_\_\_ HOME TELEPHONE # (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

ADDRESS \_\_\_\_\_

CUSTOMER NUMBER (from your current bill) \_\_\_\_\_

BANK NAME AND ADDRESS \_\_\_\_\_

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

**WATER SYSTEM  
STATEMENT OF UNDERSTANDING CONCERNING  
INSTALLATION OF WATER METERS**

1. **The Applicant is responsible for setting the wooden stake provided by the System at the approximate location where the new water service is to be installed. It is the applicant's responsibility to maintain this stake. When the System's personnel arrive on site to install the new water service and the stake has not been set or removed by someone else, the applicant will be charged the additional costs incurred by the System for having to return at a later date to install the new water service.**
2. The water meter will be installed with the top of the meter box being at ground level unless otherwise specified by the Applicant at the time application for service is made. The Applicant should caution those making the service connection that if it becomes necessary to remove the meter box, it should be reinstalled with the top being flush with the ground. If the box is altered and has to be lowered, the Applicant agrees to pay any cost involved.  
  
If any excavation is done around the meter installation, it will result in the Applicant paying the cost of raising or lowering the service to the proper depth.
3. When the Applicant is connecting to the meter installation, the dirt should be backfilled around the meter up to the top of the lid to keep it from freezing. Connections of non-frost proof hydrants and failure to backfill around the service can result in damage to the meter in freezing weather. Should the meter freeze and break, the Applicant shall be responsible for all water loss and the cost of repairing the meter service. Failure to backfill around the meter may result in the System doing the backfilling; the Applicant hereby agrees to pay the cost involved.
4. A check valve will be installed within the meter installation. The applicant will need to install a properly sized thermal expansion tank.

Set Meter Box:	Meter Location:	I understand that the water meter will be a _____ road crossing/ _____ short side and the meter location will be the following:
_____ Inches above ground level	Location: _____	
_____ Inches below ground level		
_____ Ground Level	Date: _____	X Signature: _____

**FOR OFFICE USE ONLY:**

**NEW CUSTOMER FRONT GENERAL SCREEN**

NEAR ROUTE NO.: \_\_\_\_\_  
KEYED IN ROUTE FIELD

NEAR ACCOUNT NO.: \_\_\_\_\_  
KEYED IN ACCOUNT FIELD

NEAR CYCLE NO.: \_\_\_\_\_  
KEYED IN CYCLE FIELD

**NEW CUSTOMER CHARGES GENERAL SCREEN**

NEAR CATEGORY NO. \_\_\_\_\_  
KEYED ON CHARGES GENERAL SCREEN IN CATEGORY FIELD

NEAR TAX RATE \_\_\_\_\_  
FOR UTILITY TAX CODE – KEYED ON **WATER SERVICE LINE ONLY** ON  
CHARGES GENERAL SCREEN IN TAX RATE FIELD – OTHER SERVICES  
WILL HAVE DIFFERENT TAX RATE CODES

**NEW CUSTOMER CLASS SCREEN**

COUNTY CODE \_\_\_\_\_  
KEYED IN CLASS FIELD –  
103 = BUTLER COUNTY  
109 = MUHLENBERG COUNTY  
101 = OHIO COUNTY

COMPANY NUMBER \_\_\_\_\_  
KEYED IN CATEGORY FIELD  
3 = BCWS  
1 = WCWD  
4 = SCWD

**NEW LINE TAP WORK/SERVICE ORDER**

NEAR MAP NO.: \_\_\_\_\_  
KEYED IN DRIVING INSTRUCTIONS FIELD ON NEW LINE TAP WORK/SERVICE ORDER