



# Meter Installation Request Form

**Effective January 1, 2024** all meter installation requests are required to include a site plan and a floor plan. Requests received that do not include both sets of plans will not be approved.

Date: \_\_\_\_\_

Billing Name: \_\_\_\_\_

Billing Address: \_\_\_\_\_

\_\_\_\_\_

Billing Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Requester: \_\_\_\_\_

<b>For office use only</b>
Account Number: _____
Parcel Number: _____
Work Order Number: _____

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Subdivision Name: \_\_\_\_\_ Phase Number: \_\_\_\_\_ Lot Number: \_\_\_\_\_

Tax Lot ID Number: \_\_\_\_\_

Street Address: \_\_\_\_\_

Requested Meter Size:    5/8" (Most Common) \_\_\_\_\_            3/4" \_\_\_\_\_            1" \_\_\_\_\_

If a fire sprinkler system is part of the plans a 1" meter may be required. Discuss those specific requirements with the company doing that installation.

Customer, contractor, or developer is responsible for all installation, maintenance, repair, and/or replacement of any pressure reducing valves (PRV's), if a fire sprinkler system will be on premises or for meters larger than 3/4".

*All cost calculations are estimates. Labor costs are set and material charges are at cost. If costs exceed the estimate additional charges will be billed. If costs are less than the estimate a credit will remain on the account until used by monthly charges or the account is closed.*

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### For Avion Use Only

Account or Installation Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Estimated Installation Cost: \_\_\_\_\_

Date Charges Paid: \_\_\_\_\_

Work Order Date: \_\_\_\_\_

Approval By : \_\_\_\_\_