



Small Community • Big Possibilities



ADMINISTRATION DEPARTMENT
Utility Billing Division

Date:

Receipt#:

**Deposit: \$2000.00 (ANY APPLICABLE REFUND DUE TO BACK TO CUSTOMER WILL BE PROVIDED BY CHECK
WITHIN 6-8 WEEKS)**

Connection Fee: \$150.00

Serial #:

Beginning Read: _____ **End Read/Date:** _____

Company Name: _____

Contact Person: _____ **Telephone #:** _____

Email Address: _____

Mailing Address: _____

Project Completion Date: _____

I _____ REQUEST WATER SERVICE FROM HYDRANT ON _____
_____ BULK ACCOUNT # _____

**(Initial) IF METER IS NOT RETURNED ON THE PROJECT COMPLETION DATE SPECIFIED, A LIQUIDATED
DAMAGE FEE OF \$100.00 PER WEEK SHALL BE ASSESSED AND DUE UPON DATE OF RETURN.**

**(Initial) READINGS SHALL BE INSPECTED IN THE UTILITY BILLING OFFICE THE 1ST WEEK OF THE MONTH OR
YOUR ACCOUNT WILL BE ASSESSED A \$150.00 FEE.**

**(Initial) IF BULK METER IS RETURNED INOPERABLE OR IN NEED OF REPAIR, DAMAGE FEES SHALL BE
ASSESSED BY VILLAGE PERSONNEL AND APPLIED TO THE ACCOUNT.**

**(Initial) METER SHALL NOT TO BE LEFT UNATTENDED OR ATTACHED TO A HYDRANT OVER NIGHT THIS
WILL RESULT IN CONFISCATION AND \$325.00 FEE.**

**(Initial) METER IS LEAVING UTILITY BILLING OFFICE WITH RED GATE VALVE ATTACHED, IF METER IS NOT
RETURNED WITH THIS PIECE ATTACHED AND IN WORKING CONDITION, IT WILL RESULT IN FORFEITURE OF THE
WHOLE DEPOSIT THAT IS PLACED.**

I ACCEPT THE RESPONSIBILITY OF THE BULK METER AND WILL RETURN IT IN WORKING OPERABLE CONDITION
SPECIFIED ON THE PROJECT COMPLETION DATE. IT SHALL BE THE RESPONSIBILITY OF THE LEASEE TO NOTIFY
THE VILLAGE OF ANY EXTENSIONS FOR USE OF THE BULK METER.

CUSTOMER SIGNATURE

CHARLES GRIEGO
MAYOR

GINO ROMERO
COUNCILOR

JAMES T. RUNYON
COUNCILOR

MATTHEW D. CHAVEZ
COUNCILOR

CHRISTOPHER S. ORTIZ
COUNCILOR

GREGORY D. MARTIN
VILLAGE ADMINISTRATOR