



WATER METER INSTALLATION ORDER

Town of Erie
Public Works Department Operations and Maintenance Division
150 Bonnell Avenue Erie, CO 80516

ACCOUNT NO.: _____ ROUTE: _____ SEQUENCE: _____

TO BE COMPLETED BY APPLICANT:

PROPERTY OWNER: _____ CONTRACTOR/BUILDER: _____
BILLING ADDRESS: _____

ADDRESS OF METER INSTALLATION: _____
LEGAL DESCRIPTION: LOT: _____ BLOCK: _____ SUBDIVISION: _____

BUILDING PERMIT NO.: _____

RATE CLASS: Residential - Single Family In Town
Residential - Multi-Family
Commercial Out of Town
Industrial

TAP SIZE: 3/4" 1" 1-1/2"
Other: _____

PIT METER?: Yes No

TOWN SEWER PRIVATE SEPTIC SYSTEM

POTABLE NON-POTABLE

GIS ID: _____

TO BE COMPLETED BY PUBLIC WORKS:

TAP FEE PAID: Yes No Date: _____

Approved to be set: _____ Date: _____

METER NUMBER: _____ INSTALLATION DATE: _____ BY: _____
METER SIZE: _____ READING AT INSTALL: _____ XPNDR: _____

GENERAL LOCATION OF METER / READOUT: _____

INSTALLER COMMENTS: _____

Reinspection fee paid Date: _____ Staff: _____

TO BE COMPLETED BY FINANCE DEPARTMENT

Accounts Receivable	Meter	Repetitive Billing
_____ Entered by _____ Date _____	_____ Entered by _____ Date _____	_____ Entered by _____ Date _____



Are You Ready to Receive a Water Meter?

The items on the checklist below must be complete and in compliance with the Town of Erie Construction Standards & Codes before this water meter installation form is submitted to the Town.

- Curb stop is accessible and clear of all dirt, debris, water or snow (must be dry)
- Curb stop is straight
- Curb stop turn on nut is in the center of the curb stop box
- Curb stop and meter pit lid nuts are in working order
- Curb stop and meter pit lids fit properly
- Curb stop is turned on
- Meter pit is accessible and clear of all dirt, debris and snow
- Meter yolk is installed properly
- First stop valve in the house is closed
- Frost lid is installed and is the correct type and size
- Curb stop lid, meter pit lid, and frost lid have no cracks
- Frost lid is clear of all dirt, debris and snow
- Address is posted clearly on the property
- All meter pits and curb stops shall be protected at the time of installation with a minimum of 3 t-posts and orange safety fence. The t-posts and safety fence shall remain in place and in good condition until the landscaping is installed.
- Meter pit and curb stop are at acceptable height per Town Standards.
- No jumper or other bypass devices are in place.

No act will be performed by any person(s) that will alter the flow of water and/or accurate registration of the meter. (Violators may be fined)

NOTE: Any damage found to the above items will result in a meter not being installed. A follow up inspection will be required and a \$100.00 return trip fee will be charged. This fee must be paid in full before the installer will return to set the meter.

By signing below you are acknowledging all the above items are completed.

Applicant Signature: _____

Date: _____

Printed Contact Name: _____

Phone #: _____