

**RESET FORM****WATER METER ORDER & INSPECTION FORM****PRINT FORM****AS OF: 01/03/23**

ISSUED BY (PRINT NAME/SIGN): \_\_\_\_\_ DATE: \_\_\_\_\_

RECEIVED BY (PRINT NAME/SIGN): \_\_\_\_\_ DATE: \_\_\_\_\_

ACKNOWLEDGE INSTRUCTIONS PROVIDED (PRINT NAME/SIGN: \_\_\_\_\_ DATE: \_\_\_\_\_

METER SIZE: ☐ 3/4" ☐ 1" OTHER: \_\_BUILDING TYPE: ☐ SFD ☐ MULTI-FAMILY ☐ COMMERCIAL ☐ INDUSTRIAL ☐ MIXED USE

OWNER/PROPERTY NAME: \_\_\_\_\_

SERVICE ADDRESS: \_\_\_\_\_

LOT No. \_\_\_\_\_

EMAIL &amp; BILLING ADDRESS \_\_\_\_\_

STREET/BOX NO. \_\_\_\_\_

CITY \_\_\_\_\_

STATE \_\_\_\_\_

ZIP \_\_\_\_\_

PHONE # \_\_\_\_\_

CONTRACTOR CONTACT \_\_\_\_\_  
NAME PHONE EMAIL

ACCT #:

Permit #:

Meter Cust #:

Initial Register read (kgal): \_\_\_\_\_

**INSTALLATION INSPECTION**

Meter Size: 3/4" 1" Other: \_\_\_\_\_

Service Line Size 3/4" 1" Other: \_\_\_\_\_

Meter Type: POS Disp. MAG Other: \_\_\_\_\_

Service Line Material: K GALV DIP HDPE/POLY

Meter Location: (N S E W) LEFT/RIGHT SIDE

Domestic Backflow testable device size: \_\_\_\_\_

Backflow Brand/Model: \_\_\_\_\_ Serial #: \_\_\_\_\_

Backflow test date: \_\_\_\_\_

Backflow test (circle one): Pass Fail

Fire Suppression system: Yes\_\_ NO\_\_

Fire Suppression Tank: Yes\_\_ NO\_\_ Type (Gal): \_\_\_\_\_

Backflow testable device size: \_\_\_\_\_

Backflow Brand/Model: \_\_\_\_\_ Serial #: \_\_\_\_\_

Backflow test date: \_\_\_\_\_

Backflow test (circle one): Pass Fail

**Checklist:**

- ☐ Found water on prior to Rough Inspection
- ☐ Curbstop accessible, operable, and within 36" of final grade
- ☐ No TEEs or service (except Fire Suppression) upstream of meter and backflow preventer
- ☐ Wye-strainer installed per provided instructions
- ☐ PRV and Backflow Preventer (installed, direction, leaks)
- ☐ Water Meter mounted horizontal and level with register head facing up
- ☐ SS Cleanouts capped
- ☐ Swing ties taken and drawn on ILC (Curbstop and SS Cleanouts)
- ☐ Meter assembly is isolatable (shut off valves upstream and downstream of entire meter assembly)

**Rough Inspection (name and date):** \_\_\_\_\_

Meter photos Taken (by whom and date): \_\_\_\_\_

Comments from Town Rep: \_\_\_\_\_

MXU Model/Number: \_\_\_\_\_

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

**FINAL INSPECTION (Name and Date):** \_\_\_\_\_

Comments from Final Inspection: \_\_\_\_\_



All Fees Paid

[illegible]