

# WATER METER ORDER & INSPECTION FORM

**RESET 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



**Internal Use Only**

# Water Meter Inspection Form (as of 01/04/23)