

This section is for office personnel, please leave blank.

Date: _____ SO Date: _____
Deposit: _____ Receipt: _____
Connect Fee: _____ Cash _____ Check _____ Credit/Debit _____

Application for Ward Water & Sewer System Hydrant Meter

Water service may not be connected for at least 24 hours pending application process

The Ward Water and Sewer System is an Equal Opportunity Program

Name of Applicant: _____ Email Address: _____

Service Address: _____ City: _____ Zip: _____

Billing Address: _____ City: _____ St: _____ Zip: _____

Applicant's Phone #: _____ Driver's License # _____

IN CASE OF EMERGENCY, PLEASE CONTACT: Name: _____ Ph #: _____

DEPOSIT of \$1,200.00 (refundable)

This fee is fully refundable IF the meter is returned undamaged. If damage can be repaired, the cost of repair will be subtracted from the deposit. If damage cannot be repaired, the deposit is forfeited.

CONNECTION FEE of \$100.00 (non-refundable)

This is a one-time non-refundable connection fee for a City of Ward employee to connect the meter, take an initial reading and ensure there is no existing damage to the unit.

METER READINGS

Applicant is responsible for reading their meter and turning in the reading to the Ward Water Office no later than the close of business of the 15th of the month. Sending a picture of the meter via text or email is preferred. The applicant will also confirm the location of the meter when reporting the reading. **Email: wateroffice@cityofward.com Text: 501-743-2710**

Failure to report the reading by the close of business on the 15th of each month, will result in a \$100.00 late fee.

Hydrant meter accounts not paid in full by the close of business on the 25th of each month will result in the meter being pulled.

Returned Checks or debit/credit cards are considered to be non-payment and can similarly lead to disconnected service.

In addition to the above, the customer agrees to pay all costs, including reasonable attorney's fees incurred by the City of Ward or the Ward Water and Sewer Department through its efforts to collect any delinquent charge or account and/or to enforce any corresponding water service agreement.

I have been provided an information sheet regarding hydrant meter policies and fees. **Applicant Initials:** _____

Signature of Applicant: _____ **Date:** _____