

PORTLAND WATER DISTRICT WATER SERVICE APPLICATION

| | |
|---|---------------------------------------|
| Utility Account Number: <u>#####-01</u> | Date: <u> Date</u> |
| Service Address: <u># Street Name</u> | PWD Project Number: <u>SR #####</u> |
| <u>Choose a Town</u> | Project Scope: <u>Scope</u> |
| Account Name: <u>Account Name</u> | Project Contact: <u>Name</u> |
| Billing Address: <u># Street Name</u> | Phone: <u>(###) ###-####</u> |
| <u>Town, ME 04###</u> | Fax/Email: <u>address@domain.com</u> |

Please contact PWD's MEANS Group to schedule an appointment to complete an application for new water service. MEANS can be reached at (207) 774-5961 ext. 3199 or means@pwd.org

- | | | | | | |
|--------------------------------------|---------------------------------------|-------------------------------------|---|--------------------------------|---------------------------------|
| <input type="checkbox"/> Domestic | <input type="checkbox"/> Commercial | <input type="checkbox"/> Year-Round | <input type="checkbox"/> Water | <input type="checkbox"/> Sewer | Peak Dom. GPM: <u>###</u> |
| <input type="checkbox"/> Fire Only | <input type="checkbox"/> Residential | <input type="checkbox"/> Seasonal | <u>Account Subgroup</u> | | Peak Irrig. GPM: <u>###</u> |
| <input type="checkbox"/> Combined | <input type="checkbox"/> Industrial | <u>Account Class</u> | <input type="checkbox"/> Tenant Occupied - Owner | | Fire Protection GPM: <u>###</u> |
| <input type="checkbox"/> Speculative | <input type="checkbox"/> Governmental | <input type="checkbox"/> Tax Exempt | <input type="checkbox"/> Multi-Unit with Single Meter | | Peak Total GPM: <u>###</u> |

SERVICE INSTALLATION INFORMATION

PRIVATE FIRE PROTECTION

| | | | |
|--|---|-----------------------------------|--|
| Service Size: <u>Size</u> | Directional Drill: <input type="checkbox"/> Yes <input type="checkbox"/> No | <u>Sprinkler System</u> | <u>Private Hydrants</u> |
| Material: <u>Material</u> | Exist. Services: <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> None | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Main Pressure: <u>## psi</u> | Existing Well: <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> NFPA 13 | Number: <u>###</u> |
| <u>PUC Ch. 65 Contribution</u> | Plans Submitted: <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> NFPA 13R | <u>Dry Sprinkler System</u> |
| <input type="checkbox"/> Yes <input type="checkbox"/> No | Amount: <u>#####.##</u> | <input type="checkbox"/> NFPA 13D | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Notes: _____

BACKFLOW PREVENTION

METER SET INFORMATION

| | | | |
|-----------------------------------|--|---------------------------------------|--|
| <u>Hazard</u> | <u>Device Required</u> | <u>Meter Size: Size</u> | <u>Meter Pit Required:</u> <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <input type="checkbox"/> None | <input type="checkbox"/> None | <u>Meter Type</u> | <u>Meter Spool Required:</u> <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <input type="checkbox"/> Low | <input type="checkbox"/> Air Gap | <input type="checkbox"/> Displacement | <u>Meter Bypass Allowed:</u> <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <input type="checkbox"/> Moderate | <input type="checkbox"/> Non-Testable Dual Check | <input type="checkbox"/> Compound | <u>Meter Protected from Freezing:</u> <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <input type="checkbox"/> High | <input type="checkbox"/> Testable DCVA | <input type="checkbox"/> Turbine | <u>Meter Located in Crawl Space:</u> <input type="checkbox"/> Yes <input type="checkbox"/> No |
| | <input type="checkbox"/> RPZ | <input type="checkbox"/> Fireline | <u>Meter Accessible to All Users:</u> <input type="checkbox"/> Yes <input type="checkbox"/> No |
| | | <input type="checkbox"/> Mag | |

PWD will register and test device at time of initial activation. An \$80 testing fee will be applied to the initial account for the first device tested in a building (\$40 for subsequent devices).

Notes: _____

DEPOSIT

| | |
|--|---|
| <u>Deposit Required Based on Estimated Costs*</u> | <u>Actual Fee Based on PWD Costs Incurred*</u> |
| <u>Service Installation Deposit</u> | <u>Service Installation Deposit</u> |
| Service Application Fee: <u>FLAT</u> x <u>\$58.00</u> = <u>\$58.00</u> | Service Application Fee: _____ x <u>\$55.00</u> = _____ |
| Service Inspection: <u>Flat / # hrs</u> x <u>Flat/hr</u> = _____ | Service Inspection: _____ x _____ = _____ |
| Highway Opening Fee: _____ x _____ = _____ | Highway Opening Fee: _____ x _____ = _____ |
| Other: _____ x _____ = _____ | Other: _____ x _____ = _____ |
| <u>Account Activation Deposit</u> | <u>Account Activation Deposit</u> |
| Meter Cost: <u>Size</u> x <u>Meter Cost</u> = _____ | Meter Cost: _____ x _____ = _____ |
| Meter Pit Inspection: _____ = _____ | Meter Pit Inspection: _____ = _____ |
| Meter Installation: <u>Flat / # hrs</u> x <u>Flat/hr</u> = _____ | Meter Installation: _____ x _____ = _____ |
| Water Sample: _____ x _____ = _____ | Water Sample: _____ x _____ = _____ |
| Fire Service Activation: _____ x _____ = _____ | Fire Service Activation: _____ x _____ = _____ |
| Private Hydrant Inspection: _____ x _____ = _____ | Private Hydrant Inspection: _____ x _____ = _____ |
| Other: _____ x _____ = _____ | Other: _____ x _____ = _____ |
| TOTAL = _____ | TOTAL = _____ |

* Project deposit is an estimate only of PWD fees. A refund or bill will be at project completion based on actual PWD charges. Installation Deposit will be reconciled within 90 days of pipe installation acceptance. Activation Deposit will be reconciled within 90 days of Account Activation.

REQUIREMENTS BETWEEN APPLICATION AND ACTIVATION

- Inspection Scheduling:** Contact AMaP Scheduler (207-774-5961 x3037) at least five days in advance of installation.
- Service Retirement:** Existing service(s) must be retired as a condition of acceptance of new service line installation.
- Meter Pit Review:** Submit cut sheet of meter pit structure to MEANS@pwd.org for review prior to purchase.
- Meter Pit Inspection:** Contact AMaP Scheduler (207-774-5961 x3037) at least five days in advance of installation.
- Water Sample:** Contact AMaP Scheduler (207-774-5961 x3037) at least five days in advance to collect water sample.
- Fire Service Flushing:** If required, contact AMaP Scheduler (207-774-5961 x3037) at least five days in advance to flush.
- Private Hydrant Inspection:** Contact Customer Service (207-761-8310) at least five days in advance of activation.
- Meter Spool Sign-out:** Visit Customer Service with copy of Service Application.
- Residential Sprinkler Design Review:** Submit sprinkler plan to MEANS@pwd.org for review prior to activation request.
- Service Activation:** Contact Customer Service (207-761-8310) at least five days in advance of activation.
- Well Disconnection:** Private wells must be disconnected as a condition of meter installation.
- Sewer Service:** Contact Systems Chief Operator (207-774-5961 x3105) to schedule the sewer installation inspection.

Note: PETITIONER is responsible for disseminating information to all Subcontractors. The District will work with the PETITIONER in locating its infrastructure based upon the records and information available to it. Be advised that the District SHALL NOT BE LIABLE for any damages whatsoever resulting from errors made in the location and marking of its infrastructure.

PETITIONER: Petitioner Name
 Address: # Street Name
Town, ME 04###

Petitioner Signature: _____

PWD Representative: Employee Name PAID

Note: The PETITIONER will receive any refund or bill generated from a reconciliation of PWD costs compared to the deposit amount. **If the DEPOSITOR is a different entity than the PETITIONER, both parties must sign this form and note which fees will be the responsibility of the DEPOSITOR.**

Depositor to receive bill or refund on these fees: Service Installation Fees Account Activation Fees None

Depositor Signature: _____ Petitioner Signature: _____

-----PWD USE ONLY-----

| Asset Creation | Quantity | Asset IDs | Work Orders | Completed |
|---------------------------|--------------------------|--------------------------|--|-----------|
| Water Service Line | 1 | | SVINNW - <input type="checkbox"/> | |
| | | | A-SAMP - <input type="checkbox"/> | |
| | | | MTINNW - <input type="checkbox"/> | |
| Service Valve | | | | |
| Backflow Preventer | | | WBFAT - <input type="checkbox"/> | |
| Private Hydrant | | | A-INSP - <input type="checkbox"/> | |
| Meter Pit | | | A-INSP - <input type="checkbox"/> | |
| Sewer Service Line | | | | |
| Asset Retirement | FC # | Asset IDs | Work Orders | Completed |
| | | | | |
| Utility Account Alerts | Req'd | Completed | Inspector Package Items | Completed |
| Water Sample | <input type="checkbox"/> | <input type="checkbox"/> | Account Created | |
| Meter Spool | <input type="checkbox"/> | <input type="checkbox"/> | Deposits Entered | |
| Meter Sizing Calculations | <input type="checkbox"/> | <input type="checkbox"/> | Budget Numbers <input type="checkbox"/> | |
| Private Hydrant | <input type="checkbox"/> | <input type="checkbox"/> | Site Plan Included <input type="checkbox"/> | |
| Private Well | <input type="checkbox"/> | <input type="checkbox"/> | Main Inspection <input type="checkbox"/> | |
| Speculative Service | <input type="checkbox"/> | <input type="checkbox"/> | Meter Pit Detail <input type="checkbox"/> | |
| Service Retirement | <input type="checkbox"/> | <input type="checkbox"/> | Application Scanned <input type="checkbox"/> | |
| Meter Pit Inspection | <input type="checkbox"/> | <input type="checkbox"/> | Address Verified <input type="checkbox"/> | |
| Residential Sprinkler | <input type="checkbox"/> | <input type="checkbox"/> | | |