

**CITY OF NEWPORT**  
**APPLICATION FOR WATER SERVICE**

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

Name: \_\_\_\_\_ Development Name: \_\_\_\_\_

Street Address: \_\_\_\_\_ Lot/Unit No.: \_\_\_\_\_

Service request is for: \_\_\_\_\_ Residential \_\_\_\_\_ Commercial

Type of connection applied for:

- \_\_\_\_\_ Single lot part of a subdivision
- \_\_\_\_\_ Single lot not part of a subdivision
- \_\_\_\_\_ Subdivision connection

Size of service requested:

- \_\_\_\_\_ 3/4"                      \_\_\_\_\_ 4"
- \_\_\_\_\_ 1"                        \_\_\_\_\_ 6"
- \_\_\_\_\_ 1 1/2"                    \_\_\_\_\_ 8"
- \_\_\_\_\_ 2"                         \_\_\_\_\_ 10"

Size of meter requested:

- \_\_\_\_\_ 5/8" x 3/4"
- \_\_\_\_\_ 3/4"
- \_\_\_\_\_ 1"
- \_\_\_\_\_ 1 1/2"
- \_\_\_\_\_ 2"

Number of units to be served per connection: \_\_\_\_\_

Request for water service approved by: \_\_\_\_\_

Public Works Director

Date

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**FOR OFFICE USE ONLY**

Date paid for water connection: \_\_\_\_\_ \$ \_\_\_\_\_

Date paid for meter: \_\_\_\_\_ \$ \_\_\_\_\_

Signed by: \_\_\_\_\_

City Treasurer

Date placed in service: \_\_\_\_\_

Meter serial No.: \_\_\_\_\_ Account No.: \_\_\_\_\_

Meter reading at installation: \_\_\_\_\_

GENERAL POLICY STATEMENTS

1. All hook-on fees shall be paid to the City Treasurer at the time the building permit is issued.
2. The cost of all materials, labor, and equipment incurred to tap water main and run service to the building is the responsibility of the applicant.
3. All water meters are to be purchased through the Public Works Departments at the time the hook-on fee is paid. Meters shall be located where the service enters the building. There shall be a shut-off valve (cellar stop) on the street side of the meter. A check valve, or where determined necessary by the Public Works Department, an approved back flow preventer shall be installed on the other side of the meter. Cellar stops, check valves, and back flow preventers can be provided by the Public Works Department.
4. All charges due to the Newport Public Works Department will be paid prior to the water being turned on.
5. All connections to the Newport Water System will be inspected by the Public Works Department prior to the trench being backfilled
6. A 24-hour advance notice shall be given for all inspections or installations.
7. I have examined a copy of the fee schedule and understand all water connections are subject to the Newport Water Department Rules, Regulations and Construction Standards and the Public Works Standards and Specifications for Construction.

\_\_\_\_\_

Date

\_\_\_\_\_

Applicant's Signature

\_\_\_\_\_

Address

\_\_\_\_\_

Telephone Number