



CITY OF ROYSE CITY
Fire Hydrant Meter Application

Date: _____

Company Name: _____

Tax ID #: _____

Office Address: _____

Billing Address: _____

Office Phone #: _____

Office Fax#: _____

Name of Employee Picking Up Meter: _____

Cell Phone #: _____

DL #: _____ State: _____

Type of work being performed: _____

Address of work being performed: _____

Location of where meter will be installed: _____

METER INFO:

Royse City Meter: [] YES [] NO

Customer Meter: [] YES [] NO

Date of last backflow test: _____

(Must provide a copy of the test results that has been performed within the past 12 months.)

Meter Serial #: _____ MTR Reading: _____

I have received the following parts with the fire hydrant meter at time of pick up:

- Hose Connection Yes [] No [] Double Backflow Preventor Yes [] No []
Handle Yes [] No [] Dial and Lid Yes [] No []
Shutoff Valve Yes [] No [] Brass Couplings Yes [] No []
Meter Housing Yes [] No [] Glass Cover Yes [] No []

Signature of Employee Picking Up MTR: _____

Printed Name: _____ Date: _____

OFFICE USE ONLY: Account#: _____ Pin#: _____ Inside/Outside CL
Print CO Work Order: _____ Complete CO Work Order (If during cutoff date for billing, place in the HOLD folder): _____
Verify a contact is listed for calling in MTR readings: _____ Verify a contact is listed for Accounts Payable: _____
Verify if work is inside/outside CL and update "city limit code" as necessary: _____ Verify parts section filled out: _____
CHG Bill Type: _____ Check SVC: _____ Check Class Code (Fire Hydrant): _____ Scan Documents: _____

RC Utility Department
305 N Arch Street
PO BOX 638
Royse City, TX. 75189



Phone: 972-635-2250 EXT. 3
Fax: 972-635-2319
Email: utilities@roysecity.com

OFFICE CONTACTS

COMPANY NAME: _____

OFFICE ADDRESS: _____ OFFICE PHONE#: _____

FAX #: _____

Will bill payments be processed by a utility management company? YES NO

If Yes: UTILITY MANAGEMENT COMPANY NAME _____

BILLING ADDRESS: _____ PHONE #: (if different than company phone above)

EMAIL: _____

OWNER/PRESIDENT: _____

PHONE/EXT: _____

EMAIL ADDRESS: _____

FAX: _____

OFFICE MANAGER: _____

PHONE/EXT: _____

EMAIL ADDRESS: _____

FAX: _____

ACCOUNTS PAYABLE: _____

PHONE/EXT: _____

EMAIL ADDRESS: _____

FAX: _____

PROJECT MANAGER: _____

PHONE/EXT: _____

EMAIL ADDRESS: _____

CELL #: _____

EMPLOYEE EMAILING MONTHLY METER READINGS: _____

EMAIL ADDRESS: _____ CELL #: _____

EMERGENCY CONTACT: _____

PHONE#: _____ CELL #: _____

The above personnel have authority to discuss account information with the City of Royse City.

I authorize any representative that will verify the TAX ID or EIN# to discuss account matters. YES NO

I understand it is my responsibility to update information as needed.

COMPANY REPRESENTATIVE PRINTED NAME: _____

DATE: _____

SIGNATURE: _____

CITY OF ROYSE CITY

Account Privacy Agreement

The City of Royse City is a government operated utility. Your account information is considered public record under the Texas Public Information Act.

The Texas Utility Code, Chapter 182.052 allows a customer's account information confidential except to:

- 1) An official or employee of the state, a political subdivision of the state, or the United States acting in an official capacity.
- 2) An employee of a utility acting in connection with the employee's duties.
- 3) A consumer reporting agency.
- 4) A contractor or subcontractor approved by and providing services to the utility, the state, a political subdivision of the state, or the United States.
- 5) A person for whom the customer has contractually waived confidentiality for personal information.
- 6) Another entity that provides water, wastewater, sewer, gas, garbage, electricity, or drainage service for compensation.

AUTHORIZATION FOR CONFIDENTIALITY REQUEST:

I understand my account information is considered public record and I have the right to request my personal account information and any information relating to the volume or units of utility usage or the amount billed to be kept confidential.

PLEASE CHECK ONE:

- I request my account information kept confidential with the exception of the authorize person(s) listed on the Office Information Contacts form.
- I authorize any and all account information to be released up on request.

You may rescind your request for confidentiality upon a written request to the Water Department.

Applicants Signature

Date

CITY OF ROYSE CITY

Service Agreement

Purpose: The City of Royse City is responsible for protecting the drinking water supply from contamination or pollution, which could result from improper plumbing practices. The purpose of this service agreement is to notify each customer of these restrictions to ensure public health and welfare. Each customer must sign this agreement before the City of Royse City will begin service. In addition, when service to an existing connection has been suspended or terminated, the water system will not re-establish service unless it has a signed copy of this agreement.

Plumbing Restrictions: The following unacceptable plumbing practices are prohibited by State regulations.

- A. No direct connection between the public drinking water supply and a potential source of contamination is permitted. Potential sources of contamination shall be isolated from the public water system by an air-gap or an appropriate backflow prevention device.
- B. No cross-connection between the public drinking water supply and a private water system is permitted. These potential threats to the public drinking water supply shall be eliminated at the service connection by the installation of an air-gap or a reduced pressure-zone backflow prevention device.
- C. No connection that allows water to be returned to the public drinking water supply is permitted.
- D. No pipe or pipe fitting which contains more than 8.0% lead may be used for the installation or repair of plumbing at any connection that provides water for human use.
- E. No solder or flux that contains more than 0.2% of lead can be used for the installation or repair of plumbing at any connections that provides water for human use.

Service Agreement: The following are the terms of the service agreement required by the City of Royse City.

- A. The Water System will maintain a copy of this agreement as long as the Customer and/or the premises are connected to the Water System.
- B. The Customer shall allow his/her property to be inspected for possible cross-connection and other unacceptable plumbing practices. These inspections shall be conducted by the Water System or its designated agent prior to initiating new water service; when there is reason to believe that cross-connections or other unacceptable plumbing practices exist; or after any major changes to the private plumbing facilities. The inspection shall be conducted during the Water System's normal business hours.
- C. The Water System shall notify the Customer in writing of any cross-connection or other unacceptable plumbing practice that has been identified during the initial inspection or the periodic re-inspection.
- D. The Customer shall immediately correct any unacceptable plumbing practice on his/her premises.
- E. The Customer shall, at his/her expense, properly install, test and maintain any backflow prevention device required by the Water System. Copies of all testing and maintenance records shall be provided to the Water System.

Enforcement:

By signing this agreement, you agree to all terms and conditions listed in the agreement. If you fail to comply with the terms of the Service Agreement, the Water System shall, at its option, terminate service or properly install, test, and maintain an appropriate backflow prevention device at the service connection. Any expenses associated with the enforcement of this agreement shall be billed to the Customer.

Customer Signature: _____ Date: _____