



To check out a temporary fire hydrant meter with the City of Royse City an application/pick up sheet will need to be filled out in full.

We will need to make a copy of a photo ID from the individual picking up the fire hydrant meter. The person picking up the meter will be a representative of your company and after the hydrant is picked up all responsibilities fall on the company.

A security deposit of \$2500.00 will need to be collected.

Upon the final bill the security deposit will credit back to the account and deduct from the balance. The credit will be mailed to the address provided on the application.

Return the fire hydrant promptly when finished with the meter to City Hall located at 305 N. Arch Street.

A return sheet will be filled at by Public Works and your representative. If damages have occurred to the meter your account will be charged accordingly and deducted from the security deposit.

For accurate billing, a read of the meter will need to be sent via email monthly on the 15th to lisa.morton@roysecity.com.

CITY OF ROYSE CITY
FIRE HYDRANT METER APPLICATION

Meter Pick Up/Service Date: _____

Account #: _____

Company Name: _____

Company Address: _____

Billing Address (if different): _____

Company Phone #: _____

Fax #: _____

Name of Employee Picking Up Meter: _____

Employee Cell Phone/contact #: _____

Copy of Driver's License Required: Copy made: _____

License # _____ State: _____

Type of work being performed: _____

Address of where work is being performed: _____

Location where meter will be installed: _____

METER INFO

RC Meter: Yes _____ No _____

Customer Meter: Yes _____ No _____

Date of last back flow test: _____

Must provide copy of test within the past 12 Months.

Serial#: _____

Meter 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 _____

Employee Signature Date

Printed Name Date

City Representative/Inspector Date
Signature

City Representative/Inspector Date
Printed Name

CITY OF ROYSE CITY

OFFICE INFORMATION CONTACTS

OFFICE CONTACTS:

BUSINESS NAME: _____

OWNER: _____ PHONE/EXT: _____

EMAIL ADDRESS: _____ PHONE: _____

OFFICE MANAGER: _____ PHONE/EXT: _____

EMAIL ADDRESS: _____ FAX: _____

ACCOUNTS PAYABLE: _____ PHONE/EXT: _____

EMAIL ADDRESS: _____ FAX: _____

ADDITIONAL CONTACTS:

NAME: _____ TITLE: _____

PHONE/EXT: _____ EMAIL ADDRESS: _____

NAME: _____ TITLE: _____

PHONE/EXT: _____ EMAIL ADDRESS: _____

NAME: _____ TITLE: _____

PHONE/EXT: _____ EMAIL ADDRESS: _____

NAME: _____ TITLE: _____

PHONE/EXT: _____ EMAIL ADDRESS: _____

NAME: _____ TITLE: _____

PHONE/EXT: _____ EMAIL ADDRESS: _____

NAME: _____ TITLE: _____

PHONE/EXT: _____ EMAIL ADDRESS: _____

The above personnel have authority to discuss account information with the City of Royse City.
I understand it is my responsibility to update information as needed.

Print Name: _____

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 account information sheet.
- 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

I. **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.

- II. **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.

III. **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.

IV. **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: _____