



WATER & SEWER TAP APPLICATION

APPLICANT AND PROJECT INFORMATION		
NAME:	PHONE:	DATE:
EMAIL:		
BILLING ADDRESS:		
TAP LOCATION ADDRESS:		
New Construction ,	Existing Structure With New Taps Req'd,	Existing Structure Without Previous Service ,
TYPE OF TAP(check all that apply)	TAP SIZE(check all that apply)	REMARKS (Qty, Type, Notes, Etc.)
Commercial Residential Fire	Water: ¾", 1", 1 ½" 2", 3"	
Irrigation Estimate Only Other	4", 6", 8"	
	Sewer: 4", 6", 8"	

Please read the following notes before signing this application:

The tap fees must be paid, and you **must** activate an account with Utility Billing before a work order will be generated.
 Please allow a minimum of 10 working days to complete the work once the work order has been generated.
 Please allow a minimum of 5 working days for tap fees to be quoted.
 These fees will be estimated to the best of our ability. Applicant shall be responsible for all actual charges.
 If a TXDOT permit or main line extension is required, please allow 6 to 8 weeks for processing.
 For new developments, the project engineer of record shall be responsible for obtaining any required TXDOT permits.
 Application will be processed in approximately 5 working days. **Please provide a map of the lot or location of the proposed water or sewer tap.**

 APPLICANT'S SIGNATURE

FOR OFFICE USE ONLY

WATER MAIN SIZE:			SEWER MAIN SIZE:		
Description	Tap size	Price	Description	Tap size	Price
Short tap, Long tap		\$	Short tap, Long tap		\$
Short tap, Long tap		\$	Short tap, Long tap		\$
Short tap, Long tap		\$	Extension		\$
Meter only		\$	Manhole		\$
Extension		\$	Other		\$
Relocate		\$	Other		\$
Other		\$	Other		\$
Total water tap estimated charge:			Total sewer tap estimated charge:		

Total water and sewer estimated charges:
TXDOT permit required , Engineered design required

IF TXDOT PERMIT OR ENGINEERED DESIGN IS REQUIRED, PLEASE FORWARD A COPY OF THIS APPLICATION AND A WORKORDER TO ENGINEERING

Additional Notes: _____

Prepared by: _____ Date: _____ Approved by: _____ Date: _____