



WATER & SEWER TAP APPLICATION

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