



# SALT RIVER PIMA-MARICOPA INDIAN COMMUNITY

FINANCE DEPARTMENT-CASHIER'S OFFICE

PUBLIC WORKS DEPARTMENT

PHONE: (480) 362-7720

PHONE: (480) 362-5600

10005 East Osborn Road, Scottsdale, Arizona 85256-9722



## Hydrant Meter Application and Agreement

**Email completed form to [PWWaterResources@SRPMIC-nsn.gov](mailto:PWWaterResources@SRPMIC-nsn.gov)**

<b>Company Name:</b>		<b>Primary Contact:</b>	
<b>Billing Address:</b>		<b>Phone # 1:</b>	
<b>Suite:</b>		<b>Phone # 2:</b>	
<b>City, State, Zip:</b>			
<b>Email:</b>			
<b>Project or Development Name:</b>			
<b>Location of Hydrant Meter*:</b>			

\*Location must be approved by Public Works Department - Water Resources Section prior to opening a hydrant meter account. Please provide proposed hydrant location to [PWWaterResources@SRPMIC-nsn.gov](mailto:PWWaterResources@SRPMIC-nsn.gov) (Christopher Huang at 480-362-3242 or Sherrie Logg at 480- 362-7808)

**Service Request:**  Start Service (install a hydrant meter)  Stop Service (remove a hydrant meter)  Relocation  
**Desired Installation/Removal/Relocation Date:** \_\_\_\_\_

### Hydrant Meter Fees:

New Meter	Amount
Hydrant Meter Deposit - WT3	\$1,200
Turn On, Installation, and Removal Fee - WT2	\$90
<b>Total</b>	<b>\$1,290</b>
Relocation	Amount
Removal and Installation - WT2	\$40
Rates and fees are subject to change per SRPMIC Council resolution	

### Customer Monthly Water Billing:

Monthly Base Fee:		\$45	
Tier #	Rate per 1,000 Gallons	Gallons Used	
		From	To
1	\$1.57	0	2,500
2	\$2.70	2,501	6,000
3	\$3.15	6,001	20,000
4	\$3.38	Over 20,000	

### Required at the time of application:

Pre-approval of fire hydrant location
Attach a copy of Driver License or state issued ID card
Attach a copy of Company ID or business card
Attach a copy the Company's W-9 Form
Acknowledgment of Conditions of Service (page 2)

### Water Use Estimate:

Truck Capacity:		gallons
Number of Days Needed for Project:		days
Number of Fills Needed / Day:		fills
Total Estimated Use:		gallons

Acceptable forms for payment:	Cash, Business Check, Cashier's Check, Money Order, Credit Card, or Debit Card
Make checks payable to:	Salt River Pima-Maricopa Indian Community
Submit payment to:	SRPMIC Finance – 10005 E. Osborn Rd, Scottsdale, AZ 85256
Within 3 business days, Finance will contact customers choosing to make payment by Credit Card or Debit Card	
Please allow up to two (2) business days for service request.	

I have read and agree to comply with the Conditions of Service.

**Print Name** (Responsible Party): \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

### For Finance Department Office Use Only

Verified by: \_\_\_\_\_ Date of Set-up: \_\_\_\_\_

Account Set-up by: \_\_\_\_\_ CUSI Account Number: \_\_\_\_\_



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### SRPMIC Hydrant Meter – Conditions of Service

When Community water is requested to be used for construction, access and supply must be from an approved and available fire hydrant. All water use shall be metered through a Community supplied hydrant meter. Customer shall use hydrant meter to supply water temporarily to new on-site development or other temporary construction projects within the Salt River Pima Maricopa Indian Community's (Community) water service area.

The customer shall be required to email the below following information prior to start a hydrant meter account for each new hydrant meter requested to the SRPMIC Public Work Department – Water Resources Section. Application and information can be found at [Commercial - SRPMIC \(srpmic-nsn.gov\)](http://Commercial-SRPMIC(srpmic-nsn.gov))

1. Email a map of the requested fire hydrant location for the hydrant meter installation for approval and the following information to [PWWaterResources@SRPMIC-nsn.gov](mailto:PWWaterResources@SRPMIC-nsn.gov);
  - Project name and location.
  - Company name, phone number and address.
  - Primary contact name and phone number.
  - Map of the requested fire hydrant location for the hydrant meter installation to obtain approval of the proposed fire hydrant location.
2. Upon approval of the fire hydrant location, fill out the Hydrant Meter Application and email the following required items with the application, a copy of the Driver License of the responsible party, Company ID, Company's W-9 form, and etc. Provide a requested hydrant meter install date on the form with a minimum of 48 hours' notice is required.
3. Application will process within 48 hours and customer will be notified of scheduled hydrant meter installation date. Customer is responsible for installing the gate valve and the backflow per Detail No. 4306 below. Backflow assemble and gate valve must be remain installed until the account is closed and prior to the removal of the hydrant meter. Backflow assembly shall be tested by a certified backflow assembly tester before use, each time the hydrant meter is relocated, and annually if it is in use for more than a year. Backflow certification shall be provide to SRPMIC Public Work Department – Water Resources Section within 24 hours after hydrant meter is installed.
4. Our Finance Department will contact the contact person provided on the application to collect the new account fee and a deposit. Payment can be made using credit/debit card over the phone or a check can be drop off at the Finance Department.
5. The hydrant meter and its original fittings shall not be modified in any way. A hydrant wrench is the only tool acceptable for turning the hydrant on or off. The hydrant shall be opened and closed slowly and shall be operated either all the way open or all the way closed. Customer must use a gate valve or the backflow assembly (and not the hydrant) to control flow of water. The water is to be turned off at the hydrant when the construction site is unattended at night, on weekends or for extended periods of time. No hydrant should be left under pressure when leaving the jobsite. The customer is responsible for managing any standing water or excessive mud around the hydrant.
6. Customer is responsible to protect the entire assembly from theft, vandalism and any other damage. The hydrant meter will be secured with a Community locking collar connection. Any other security measures such as cages or locking devices must be approved by the Community prior to installation and are the sole responsibility of the customer. Customer is responsible for any costs required to repair the fire hydrant, meter or other related fixtures until the Community resumes possession. Any damage, loss or theft to hydrant meters will incur a cost for replacement or repair of the hydrant meter. If the meter is damaged beyond repair, it will be the customer's responsibility to replace the meter with an approved SRPMIC hydrant meter. Please notify SRPMIC Public Work Department – Water Resources Section at **(480) 362-3242** or Public Works Customer Service at **(480) 362-5600** immediately of any damages and/or issues and do not attempt to repair or replace any parts of hydrant meter and the fire hydrant assembly.
7. The customer will be billed once a month for water consumption and a base fee. The charges are due and payable when a statement is rendered by the Community and account shall become delinquent when past due sixty (60) days. Delinquent accounts will be cause for removal of hydrant meter and application of final charges posted against the deposit. If the hydrant meter is needed, any balance owed plus a commercial delinquent account fee of \$250 shall be paid in full; a new deposit and installation fee may be required. It is the customer's responsibility to provide the Community with current mailing address and telephone number.



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8. Customer is not permitted to relocate the hydrant meter without pre-approved by the SRPMIC Public Works Department - Water Resources Section. Customer shall be required to email a map of the requested fire hydrant relocation to obtain approval then fill out a new Hydrant Meter Application with a relocation date on the form with a minimum of 48 hours' notice is required. Customer will be billed \$40 fee for the relocation and customer will be notified of scheduled hydrant meter relocation date. Adapter, gate valve, backflow assembly, supports and all other connections shall be removed prior to the scheduled date for the relocation. After the relocation of the hydrant meter, customer is responsible for reinstalling the gate valve and the backflow per Detail No. 4306. Backflow assembly shall be retested by a certified backflow assembly tester before use. Backflow certification shall be provide to SRPMIC Public Work Department – Water Resources Section within 24 hours after hydrant meter is reinstalled.
9. The customer is responsible to notify SRPMIC Public Works Department - Water Resources Section of the completion of the project to close the account. Customer shall be required to fill out a new Hydrant Meter Application with a removal date on the form. Adapter, gate valve, backflow assembly, supports and all other connections shall be removed prior to the meter removal by the Community. Failure to do so may result in these parts being confiscated by the Public Works Department.
10. The customer shall not obstruct the SRPMIC Fire Department's access to the larger port on the fire hydrant as it is reserved for their use.
11. Conditions apply to help protect the Community's water system and personnel. Abuse of condition(s) herein may result in removal of meter without notice. Abuse of conditions include but are not limited to: illegal connections, water theft, vandalism, tampering, damage caused by neglect and failure to notify Community of any damages/issues.

### SRPMIC Fire Hydrant Meter Assembly – Detail #: 4306

