



## City of Cleburne Water & Wastewater Order Form

**INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED**

<b>Property Information</b>	Applicant Name:		Date:		
	Installation Address:				
	<b>Property:</b> <input type="checkbox"/> Existing Structure <i>(There is/was an existing structure connected to water service)</i> <input type="checkbox"/> New Structure <i>(This is property has had no previous water service)</i>				
<b>Type of Use:</b> <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Multi-Family <input type="checkbox"/> Public					
<b>Billing Information</b>					
	Owner Name		Billing Address		
	Email Address		Phone		
<p>1. Meter and tap sizes to be determined by applicant. Licensed plumber can make recommendation. City staff will not make determination for applicant.</p> <p>2. Taps 2" and larger installed by Utility Contractor and meter installed by City.</p> <p>3. Tap locations to be staked by contractor or property owner. <b>*TAPS NOT STAKED WILL RESULT IN DELAYS</b></p> <p>4. The following lead-times may apply:</p> <ul style="list-style-type: none"> <li>• Set meter – approximately 3-4 business days.</li> <li>• Meters 2" and larger may have lead-time of up to 8 weeks.</li> <li>• Tap – approximately 3-4 weeks.</li> </ul>					
<b>WATER</b>	<b>Domestic Service:</b> <input type="checkbox"/> New Tap & Meter <input type="checkbox"/> Meter Only <input type="checkbox"/> Tap Only <input type="checkbox"/> None		<b>Size:</b> <input type="checkbox"/> ¾" <input type="checkbox"/> 1" <input type="checkbox"/> 1-1/2" <input type="checkbox"/> 2" <input type="checkbox"/> Larger than 2" – Size: _____		Quantity: _____
	<b>Irrigation:</b> <input type="checkbox"/> New Tap & Meter <input type="checkbox"/> Meter Only <input type="checkbox"/> Tap Only <input type="checkbox"/> None		<b>Size:</b> <input type="checkbox"/> ¾" <input type="checkbox"/> 1" <input type="checkbox"/> 1-1/2" <input type="checkbox"/> 2" <input type="checkbox"/> Larger than 2" – Size: _____		Quantity: _____
<b>WASTE-WATER</b>	<b>Domestic Service:</b> <input type="checkbox"/> New Tap <input type="checkbox"/> Existing tap <input type="checkbox"/> Septic (permit req'd) <input type="checkbox"/> None		<b>Size:</b> <input type="checkbox"/> 4" <input type="checkbox"/> 6" <input type="checkbox"/> 8"		Quantity: _____
<b>Notes</b>					
<b>For Internal Use</b>	Subdivision Name:		Lot:	Block:	Acreage:
	Total Water Cost:		Initials/Receipt/Conf. #:/Tracker ID		
	Total WW Cost:				
	Total Water / WW Amount:		Initials/Receipt/Conf. #:/Tracker ID		

**\*REQUEST FOR MOVING METERS OR CLEANOUTS AFTER INSTALLATION WILL RESULT IN ADDITIONAL FEES**      Revision 03/11/2019

**Questions: Contact Cindy Moore with the Water/Wastewater Department at 817.645.0946**