

Application for New Water or Sanitary Sewer Service



PROPERTY INFORMATION

Official Property Address:

Street # and Street Name:	Building, Unit or Suite #(s):	City or Area:	Zip Code:
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Legal Description:

Subdivision Name:	Block/Section:	Lot(s)/Tract(s):
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Type of Occupancy:

<input type="checkbox"/> Single Residence <input type="checkbox"/> Duplex Residence <input type="checkbox"/> Triplex Residence	For Commercial Properties or Apartments, Will the Accounts be set up under Buildings #'s or Units/Suites? <input type="checkbox"/> Building Numbers <input type="checkbox"/> Individual Units/Suites	Specific Occupancy Use:
<input type="checkbox"/> Commercial Establishment <input type="checkbox"/> Industrial <input type="checkbox"/> Apartments		For Commercial Properties or Apartments, Specify Total # of Buildings or Units/Suites Buildings: _____ Units/Suites: _____

- ❖ Formal permit for Industrial customers may be required prior to the initiation of discharge of wastewater into the City's sewer collection system. Please call (915) 594-5741 or (915) 594-5731 to ensure discharge of wastewater is permissible.

Is the property a Food Service Establishment? <input type="checkbox"/> Yes <input type="checkbox"/> No	Is there an existing well on the property? <input type="checkbox"/> Yes <input type="checkbox"/> No
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- ❖ Food service establishments must register under the Fats, Oils and Grease Program. The City will not schedule an inspection or issue a business license until a PSB Registration Number is issued, or a variance granted formally. For questions, please call (915) 594-5729.

BILLING INFORMATION

Name (Person/Entity to appear on the monthly bill):	DL # or TIN #:	Phone #:	Contact Person:
Mailing Address (Include City, State):	Zip Code:	Fax #:	E-mail: 4-Digit PIN D.O.B
<input type="checkbox"/> Property Owner <input type="checkbox"/> Authorized Agent <input type="checkbox"/> Developer <input type="checkbox"/> Contractor (Service will be used for Construction Purposes Only)			

- ❖ For Businesses, the last four of the TIN will be used as a 4-digit pin.
❖ Bills will be sent to email provided in Billing Information.

NEW SERVICE INFORMATION

Domestic Water Service:

<input type="checkbox"/> 3/4"	<input type="checkbox"/> 1"	<input type="checkbox"/> 1-1/2"	<input type="checkbox"/> 2"	<input type="checkbox"/> 3"	<input type="checkbox"/> 4"	<input type="checkbox"/> 6"	<input type="checkbox"/> 8"
Quantity _____	Quantity _____	Quantity _____	Quantity _____	Quantity _____	Quantity _____	Quantity _____	Quantity _____

- ❖ Domestic Meters 2" or greater require a Water Conservation Form to be completed; EPWater will not release any service(s) for installation until the form is completed and has been approved by El Paso Water's Water Conservation Department. Email Plans to Conservation@epwater.org

Activate Domestic Meter(s) after Installation? <input type="checkbox"/> Yes <input type="checkbox"/> No	If Yes, Is the service for Construction or Permanent Use? <input type="checkbox"/> Construction* <input type="checkbox"/> Permanent**
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If Yes, a Guarantee Deposit will be collected per meter

*Construction Meter(s) – will be charged Construction Water Rates and charges associated with Construction Rates as per Rules & Regulations.

-Will be required to contact Customer Service for Permanent turn on

**Permanent Meter(s) will be charged Standard Water & Sewer Rates and charges associated with Permanent Rates as per Rules & Regulations.

Sanitary Sewer Service:

<input type="checkbox"/> 4"	<input type="checkbox"/> 6"	<input type="checkbox"/> 8" (Must Connect to Manhole)
Quantity_____	Quantity_____	Quantity_____

<input type="checkbox"/> New Public Manhole
<input type="checkbox"/> Manhole Connection or Drop Connection on Exiting Manhole (8" Sewer Service Only)

Sewer Tap does **not** include the sanitary sewer service line from the sewer main to the property line, within the property and any required fittings. These materials must be provided by the owner and installed by the owner's licensed plumber at the owner's expense. The owner is responsible for obtaining City Traffic & Paving Permits, excavation of street and street repair.

- ❖ **New Public Manhole, Manhole Connection or Drop Connection will be done under a Limited Scope Development Agreement**

Yard Meters (Irrigation Meter):

<input type="checkbox"/> 3/4"	<input type="checkbox"/> 1"	<input type="checkbox"/> 1-1/2"	<input type="checkbox"/> 2"	<input type="checkbox"/> 3"	<input type="checkbox"/> 4"	<input type="checkbox"/> 6"	<input type="checkbox"/> 8"
Quantity_____	Quantity_____	Quantity_____	Quantity_____	Quantity_____	Quantity_____	Quantity_____	Quantity_____

- ❖ **Yard Meters require a Water Conservation Form to be completed; EPWater will not release any service(s) for installation until the form is completed and has been approved by El Paso Water's Water Conservation Department. Email Plans to Conservation@epwater.org**

Activate Yard Meter(s) after Installation? <input type="checkbox"/> Yes <input type="checkbox"/> No	If Yes, a Guarantee Deposit will be collected per meter and will be charged Yard Meter Rates as per Rules & Regs.
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Fire Lines:

<input type="checkbox"/> 2-1/2"	<input type="checkbox"/> 3"	<input type="checkbox"/> 4"	<input type="checkbox"/> 6"	<input type="checkbox"/> 8"	<input type="checkbox"/> 10"
Quantity_____	Quantity_____	Quantity_____	Quantity_____	Quantity_____	Quantity_____

***All Fire Lines will be set to Active and a Guarantee Deposit will be collected**

- ❖ **All Fire Lines must be approved by the Fire Marshalls Department; EPWater will not release any service(s) for installation until the Fire Line(s) has been approved by the Fire Marshalls Department**
- ❖ **No antifreeze or chemical other than water will be in the fire sprinkler system at any given time**
- ❖ _____ signature

1) Installation System Contractor's Name _____

2) Installation System Contractor's License Number _____

3) City's Fire System Permit(s) Number _____

Private Fire Hydrant <input type="checkbox"/> Yes <input type="checkbox"/> No	Quantity_____	Sprinkler System <input type="checkbox"/> Yes <input type="checkbox"/> No	Quantity_____
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Public Fire Hydrants, Standpipes and Water & Sewer Main Extensions

Public Fire Hydrant	<input type="checkbox"/> New <input type="checkbox"/> Relocation	Quantity _____
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<input type="checkbox"/> Standpipe - Size _____

<input type="checkbox"/> Provide Water or Sewer Main Extension Through a Development Agreement (Owner may hire a qualified & approved contractor to extend Water and Sewer mains along with services upon approval)
<input type="checkbox"/> Provide Water or Sewer Main Extension by EPWater

- ❖ CAD drawing will be required for Water & Sewer Main Extensions
- ❖ New Public or Relocation of a Fire Hydrant will be done under a Limited Scope Development Agreement
- ❖ Small Water & Sewer Main Extensions will be at the owner's expense and will be installed by EPWater under a separate contract.
- ❖ Standpipes must be approved by Management

Enlargement, Relocate & Permanently Kill Existing Services

<input type="checkbox"/> Enlarge Existing Service* (Existing Service will be permanently killed)	Current Size: → Proposed Size:	EPWater's Account #(s):
<input type="checkbox"/> Relocate Existing Service* (applicant must provide drawing of proposed location) (Existing Service will be permanently killed)	EPWater's Account #(s):	
<input type="checkbox"/> Permanently Kill Existing Service	EPWater's Account #(s):	

*Account must be Active in order to Enlarge or Relocate Service

Customer Notes:

The purpose of this application is to prepare a cost estimate associated with the new installation of water and/or wastewater service. Prices or charges quoted in association with this application are estimates and subject to change. A contract will be executed for work or service(s); required by El Paso Water Rules and Regulations. This application does NOT create a contractual relationship between the applicant or El Paso Water. It is further understood that the filing of the application in no way obligates the applicant to El Paso Water, nor contracts for the applied service. El Paso Water shall have the right, in accordance with El Paso Water Rules and Regulations, to discontinue the water/wastewater service for furnishing false or erroneous information on any application for service.

Applicant's Printed Name _____ Applicant's Signature _____ Date: _____
 Please Select One: Owner/Developer ___ Authorized Agent ___ Contractor ___ Phone # _____
 Email Address: _____

EPWater OFFICIAL USE ONLY		
Taken By: _____	Date: _____	Contract # _____
Reviewed By: _____	Permit Type(s): _____	
BPA Req.: Y / N	Refuse: Y / N	WTR/SWR Impact Fees: <input type="checkbox"/> ES <input type="checkbox"/> WS <input type="checkbox"/> NE Drainage: Y / N WTR/SWR Annexation Fees: <input type="checkbox"/> ES 1999 <input type="checkbox"/> ES 2005 <input type="checkbox"/> WS
Tax District: _____	Sales Class: _____	
Cycle: _____	Notes:	NOTES:
Route: _____		
Sequence: _____		
Lat: _____		
Long: _____		
SIC Code: _____		
Person ID: _____	Case ID:	

New Installations Mailing Addresses:
 1154 Hawkins Blvd., El Paso, TX 79925 or
 P.O. Box 511, El Paso, TX 79961-0511

Phone #'s: (915)594-5539 or (915)594-5635

Fax: (915) 594-5574

E-mail: Newinstallations@EPWater.org