



WATER METER APPLICATION FIELD DEFINITIONS

1. Name on Account: the customer to be billed each month. If this changes at a later date, it will be necessary to contact Customer Service and change the name on the account.
2. Date of Application: the actual date form is submitted/mailed to our office to process.
3. Service Address: the physical street address the meter serves.
4. Mailing Address: the address where billing is sent, and different from the service address, if necessary (e.g. during construction).
5. City: the city where billing is to be sent.
6. State: the state where billing is to be sent (enter two letter code).
7. Zip: the zip code where billing is to be sent (enter 5 digits only).
8. Work Phone: the work phone for the name on account. (7 or 10 digits only)
9. Home Phone: the home phone for the name on account. (7 or 10 digits only)
10. Cell Phone: the cell phone for the name on account. (7 or 10 digits only)
11. Subdivision/Project: enter for meters with an associated project name,
12. Bldg./Lot No.: enter the Bldg. No.(s) for a commercial project, or a Lot No. for a residential project (when applicable). Leave blank for custom lot properties.
13. Units: enter a range of units served if a multi-family project (when applicable). Custom lot properties and non-multi-family projects can leave this blank.
14. Meter Type: choose the meter type from the drop-down list. If "Irrigation" is chosen, the Waste Connection Type area will disappear (not applicable).
15. Meter Size: choose the meter size from the drop-down list. Please note the fees (in the grey area) will automatically appear based on this selection. A description and schedule of the current Water Service Connection Fees can be found on the [Development Fees](#) webpage.
16. Waste Connection Type: choose either "Sewer" (by default) or choose "Septic". This area will disappear if an "Irrigation" is selected as the Meter Type (not applicable).
17. Location of Existing Service/Meter Box: choose if located along the street or in right-of way, or is located within a public utility or water easement.
18. If Along Street, Provide Street Name: enter the street name if different from service address.
19. Same Street as Service Address: leave #18 blank, and check box if the same street as service address.
20. Fire Riser Size: choose fire riser size from the drop-down list. The fire riser size is the size of the fire service as it enters the building.
21. Connection Type: choose a connection type from the drop-down list. A "Dedicated" fire line is ONLY associated with this meter, and a "Shared" fire line connection among tenants having separate water meters.
22. Bldg Owner/Bldg. Tenant: choose whether the name on the account is the owner or tenant.
23. If Tenant, Provide Owner Name: if the name on the account is a tenant, enter building owner name, address, city, state (two letter code), and zip (5 digits only) for billing of the private fire service. The MDWID will determine if the owner is already being charged monthly for a shared private fire service among other tenants.
24. Acknowledgement: check the box regarding accuracy of information provided, responsibility for additional costs or delay if the meter box is not installed per MDWID specifications.