



APPLICATION ENTRY DEFINITIONS

For Water Meter Application on first page:

1. Name on Account: the account holder 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. Service Address, Service Zip Code: the physical street address and zip code for the meter.
3. Community Gate Code: the code used by utilities for the community (not your personal code).
4. Mailing Address, City, State, Zip: the address where utility billing is sent.
5. Contact Name: Contact name if the Name on Account is not an individual.
6. Contact Phone: the phone number for the contact on the account. (7 or 10 digits only)
7. Subdivision/Project: Subdivision or project name associated with application.
8. Bldg./Lot No.: the Bldg. No.(s) for a commercial/multi-family project, or a Lot No. for a residential project. Not necessary for custom lot residential properties.
9. Meter Type: choose the meter type of residential, multi-family, commercial, or irrigation from the drop-down list.
10. Meter Size: choose the meter size from the drop-down list.
11. Waste Connection Type: choose "Sewer", "Septic", or N.A. (for irrigation ONLY).
12. Location of Existing Service/Meter Box: choose if meter is located along the fronting/right-of way, or is located in the rear alley/easement.
13. Provide Street Name (etc.): street name for location ONLY if different from service address.

For Private Fire Service on second page, if applicable (note the associated domestic meter account information is auto-copied from the first page):

14. Fire Riser Size: choose fire riser size entering the building from the drop-down list.
15. Connection Type: choose "Dedicated" if connection is ONLY associated with this individual meter, or "Shared" if connection is associated with multiple meter accounts by tenants.
16. Owner or Tenant: choose whether the Name on Account is the owner or tenant.
17. If Tenant, Provide Owner Name: if the name on the account is a tenant, enter building owner name.
18. Owner Address, City, State, Zip: for monthly billing of the private fire service. The MDWID will determine if the owner is already being charged monthly on a shared private fire service among other tenants.