



# CITY OF TOLLESON

9055 West Van Buren • Tolleson, AZ 85353 • 623.936.7111 • fax 623.936.7117

## Request for Construction Water (Hydrant Tap)

Company Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone # ( ) \_\_\_\_\_ Fax# ( ) \_\_\_\_\_

Representative Name \_\_\_\_\_ Title \_\_\_\_\_

Water to be used for: (include project name) \_\_\_\_\_

Approximate Location of the Hydrant Requested (attach site plan showing meter location):  
\_\_\_\_\_

Start date requested: \_\_\_\_/\_\_\_\_/\_\_\_\_ Estimated end date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Upon receipt of the required **\$1000.00** deposit (**\$200.00** non-refundable) the City of Tolleson will begin billing on a monthly basis, via the Utility Billing System, at the current Construction Water Service Rate as prescribed by Resolution. It is the responsibility of the Applicant to notify the Water Billing Department at (602) 936-7111 at the time water will no longer be needed.

Upon inspection of the hydrant and return of the meter in an operable condition, the remainder of the deposit (**\$800.00**) will be refunded.

Authorized Rep.'s Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**FOR OFFICE USE ONLY**

**Transaction codes: WD (Water Deposit) = \$800      RNOCW (Hydrant Meter charge) = \$200**

Faxed on \_\_\_\_/\_\_\_\_/\_\_\_\_ @ \_\_\_\_ am/pm \_\_\_\_ initial receipt # \_\_\_\_\_

Copies of app. provided to: Building Dept. (date forwarded) \_\_\_\_\_ Public Works (date forwarded) \_\_\_\_\_

Hydrant# \_\_\_\_\_ Meter# \_\_\_\_\_ Date Installed \_\_\_\_\_ Installed by \_\_\_\_\_

Called-in to: \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_ Meter Reading \_\_\_\_\_

Water Department  
9501 W. Pima St.  
(623) 478-8729  
Attention: Water  
Utilities Superintendent



Water Billing Department  
9055 W. Van Buren St.  
(623) 936-2745  
Attention:  
Finance Manager

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## Construction Water / Hydrant Tap Users Hydrant Meter Issuance Policy

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The City of Tolleson requires all prospective hydrant meter users to meet the following requirements before an approval or issuance is granted:

1. Acceptable location to be approved by City Fire Department and Water Department. Hydrant number must be submitted prior to approval.
2. Hydrant meter will be locked and secured at all times. Keys will be kept at the Water Department.
3. The use of a standpipe as an air gap method is not permitted.
4. Mandatory installation of a storage tank must be located at job site with an air gap. A backflow assembly must also be located and supported directly after the hydrant meter. Backflow must be certified on-site with a member of the city of Tolleson Water department present. The certification document must be given to the Tolleson Water department. Storage tank will remain in use throughout hydrant meter duration at job-site.
5. Gate valve is to be located downstream of hydrant meter and backflow preventer. Gate valve must be fully opened during meter service. Gate valve is to be supplied by User.
6. Floats inside tank must be set to reduce drawdowns that may cause pressure drop or turbulence in water transmission line(s).
7. Meter registration will be kept in only ONE name.
8. Representatives from the Water Department are required to be on-site for inspection of the Unit during start-up.

**Failure to comply with the above listed requirements at any time will void the agreement between the City and the User.**

The City has the discretion to review and change this policy at any time.

I have reviewed and agreed to this policy.

Authorized Rep's Signature: \_\_\_\_\_ Date: \_\_\_\_\_