

City of Pottsboro Tap Fee Request

Water Tap - \$550.00

Existing Water Tap - \$325.00

Sewer Tap - \$470.00

Existing Sewer Tap - \$200.00

The above fees are for a standard 3/4" water tap & standard 4" sewer tap. Any and all taps larger than the sized referenced here will be set rate PLUS cost of parts. Per Ordinance No. 1108 adopted 09/13/05.

Date of Request _____ Service Location: _____

Contact Name: _____

Mailing address: _____

Home Phone # _____ Mobile or Work Phone # _____

SS# _____ DL# _____ (attach a copy) Email: _____

Line Extension:

Please initial: _____ If the utility lines need to be extended, an estimate will be provided to the customer.

Contractor Info:

Please initial: _____ Service may not be transferred to new customer until CO is completed and new customer completes an Application for Water Service.

Water Meter:

Please initial: _____ **Meter will not be set until the above-named person contacts Utility Clerk and requests same.** City agrees to place a water meter within seventy-two (72) business hours of such request.

Billing Schedule:

Please initial: _____ **Billing for water usage will began once the water meter is placed.** To cancel the account, a cancellation form must be submitted by Signed Customer to the City of Pottsboro Water Department.

Please initial: _____ The Signed Customer is solely responsible for all charges to this account **until written notice to close the account has been submitted** by the Signed Customer to the City of Pottsboro Water Department.

Please initial: _____ The Signed Customer has received a copy of the **Building Codes & Inspections.**

City of Pottsboro Office Information:

Call 903-786-228, ext. 1, or email cgullett@cityofpottsboro.com for any questions regarding your billing.

Office Hours - Monday thru Friday - 8:00 am to 4:30 pm. Closed on Holidays.

Mailing Address: P.O. Box 1089, Pottsboro, TX 75076

For your convenience, a night drop-box is located on the left-hand wall beneath the bulletin board just inside the front door of the City Hall.

Signature: _____ DATE _____