



APPLICATION FOR WATER SERVICE

Account #

Permit #

This form shall be submitted with all required supporting documentation and approved before a permit is issued.

CHECK ALL THAT APPLY:

Residential Property Commercial Property Industrial Property

New Water Service Fire Supply Service Water Repair Disconnection

Service Address: _____

Parcel Number: _____ Sublot #: _____

Legal Owner's Full Name: _____

Address: _____

Phone: _____ Email: _____

Billing Address (if Different): _____

Name of Business/Builder: _____ Email: _____

Connection Installer: _____

(Installer shall be licensed with this Department per Rules & Regulations Section 2.2.0)

Address: _____

Phone: _____ Email: _____

Building Description: _____

Expected Date of Construction: _____

Applicant Name (print): _____

Applicant Signature: _____ Date: _____

The above signed individual has read and understands all notices on the bottom of this application.

1. Owner/Installer shall submit a site plan or sketch of the proposed service location with their application.
2. Permits expire one year from the date of issuance.
3. Owner/Installer shall acquaint themselves with current DWR Rules & Regulations.
4. Owner/Installer is responsible for obtaining all necessary permits including highway-use and building permits.
5. Owner/Installer is responsible for contacting Ohio Utility Protections Services (OUPS) 48 hours prior to excavation.
6. 48-hour notice required for inspection. Failure to notify will result in service charges commencing from the issuance date.
7. Owner/Installer is responsible for any damage to the County System caused by work related to the connection.
8. Unauthorized use of water is subject to fines and/or prosecution.
9. Inspections exceeding 3-hours shall be charged additional per-hour inspection fees.
10. Account billing commences on the date of acceptance from the DWR Inspector.
11. Owner shall check with DWR for current rates and fees.
12. Notify DWR in writing of any change in ownership and/or account information.
13. Arrearages on billing cycle 6 will be certified as delinquent charges and collected with property taxes. Additional fees apply.
14. In the event of emergency, please call 440-286-7292.

DEPARTMENT OF WATER RESOURCES

www.gcdwr.org • 440-279-1970 • Fax: 440-285-9549 • infowr@geauga.oh.gov
12611 Ravenwood Drive • Suite 390 • Chardon, Ohio 44024-9340



APPLICATION FOR WATER SERVICE

FOR SANITARY ENGINEER USE ONLY

CHECK ALL THAT APPLY:

Site Plan Attached

Water Supervisor Review

CWD Agreement Verified

Connection is _____ feet **N E S W** from hydrant at _____

Record Drawing: _____ Service Area: _____

Estimated Costs

Water Service

Issuance: _____
 Inspection _____
 Meter: _____
 Meter Pit: _____
 Meter Programming: _____
 Connection/Tap/Bore: _____
 Tap-in: _____
 Cost Recovery: _____
 2nd Source Cost-Share: _____
 Plan Review: _____
 Commercial Review: _____
Sub-Total (A): _____

Fire Supply Service

Issuance: _____
 Inspection _____
 Connection/Tap/Bore: _____
 Tap-in: _____
 Cost Recovery: _____
 2nd Source Cost-Share: _____
 Plan Review: _____
 Commercial Review: _____
Sub-Total (B): _____

Notes:

Reviewed By: _____ Date: _____

Total Due (A+B): _____ Amount Paid: _____ Date Paid: _____

Cost descriptions for the above-mentioned items can be seen below.

1. Issuance: Admin fee for issuance of a permit.
2. Inspection: Flat rate for 3 hours inspection by a DWR inspector. Additional fees apply for inspections beyond 3 hours.
3. Meter: Meter, module, and antenna necessary for billing cycle readings.
4. Meter Pit: Meter pit and required hardware (lid, riser, curb valve & box, fittings).
5. Meter Programming: Fee for maintenance & billing staff to program the meter for billing purposes.
6. Connection/Tap/Bore: Cost for DWR staff to make connection from the water main to the service connection meter pit.
7. Tap-in: One-time capacity fee. Costs vary in different locations.
8. Cost Recovery: Applicable to areas where a cost recovery or assessment has been completed.
9. 2nd Source Cost Share: Applicable to areas impacted by the 2nd source cost share.
10. Plan Review: Engineering fee for plan reviews.
11. Commercial Review: Pre-treatment review fee for questionnaire and backflow requirements.

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