

Town of Albion
Water Department
3665 Clarendon Rd
Albion, NY 14411
(585) 589-7048 Ext. 16

Application for Water Service

Date: _____

I, _____, do hereby petition the Town of Albion for a water service at
_____. Phone # ()

Are you the owner of the property? _____ Yes _____ No

If not the owners please provide name and address of owner.

Name of Owner _____

Address of Owner _____

Is the bill to be sent to address above? _____ Yes _____ No
If not where should the bill be sent?

Name _____

Address _____

Is this a new service or a transfer? _____

THE PETITIONER FURTHER STATES THAT ALL TAP IN CHARGES, METER RENTAL AND THE METERED WATER WILL BE PAID BY THE OWNER OF THE PREMISES LOCATED ABOVE.

IT IS ALSO UNDERSTOOD THAT BY MAKING THIS APPLICATION ALL THE RULES AND REGULATIONS OF THE TOWN OF ALBION WATER DISTRICTS ARE HEREBY AGREED TO AND THAT AT THE TIME OF THIS APPLICATION THE APPLICANT WAS GIVEN A COPY OF THE CONNECTION INSTRUCTIONS AND WATER USE LAWS.

ALSO BEFORE COMMENCING OF THE WATER LINE INSTALLATION THE PETITIONER AGREES TO CONTACT THE TOWN OF ALBION WATER SUPERINTENDENT AT 589-6870.

Signature _____

Meter # _____

Tap in required _____ Yes _____ No

Amount paid\$ _____

Meter pit required _____ Yes _____ No

SBL # _____

**Town of Albion
Water Department
3665 Clarendon Rd
Water Superintendent – Jed Standish – (585) 589-7048 Extension 16**

CONNECTION INSTRUCTIONS FOR INDIVIDUAL WATER SERVICE

1. *Applications for a water service must be made to the Town of Albion.*
2. *There will be charge for the water meter at a prevailing cost.*
3. *Operation of the curb box shall be done by a representative of the Town of Albion Highway Dept. only.*
4. *It shall be the responsibility of the applicant to contract with a qualified plumber or experienced person to:
A: Install the water service from the curb box at the roadside to the residence.
B: Complete all internal plumbing including installing the water meter and disconnecting and secondary water supply from the municipal service.
C: Installing of a pressure-reducing valve within the system. The Town of Albion does not provide this.*
5. *You may purchase and install type “K” copper 1” or polybut 1” plastic 200 lb. P.S.I. 1” O.D.. All water service lines entering thru the foundation wall must be properly sleeved to protect the line. No compression fittings are to be used between the curb box and the meter hookup. Water service lines shall be installed 48” below finished grade and shall be surrounded by a minimum of 6” of sand to protect the line. Plastic PVC 4” pipe may be used in place of the sand.*
6. **The owner of the premises shall request that an inspection be made after the service line has been placed in the trench, connected to the curb box and entered thru the foundation wall. This request must be made before backfilling of the trench. The inspection will be done by the Town of Albion Highway Department.**
7. *An outside reader will be hooked to the meter and installed by the Town of Albion Highway Department at no additional charge.*
8. *When the meter is installed an employee from the Highway Dept. will make sure that no private water supply is cross-connected with the public water supply system.*
9. *Water service lines 200 feet or greater from the curb box will require a meter pit installed at the property line at the expense of the applicant. The meter pit box will be approved by the Water Superintendent. The meter pit will be purchased from the Town of Albion at the cost of \$473.40 and the Highway Department will install it.*
10. *All water lines shall have tracing tape installed above the line. The tracing tape will be provided by the Highway Dept.*
11. *There shall be no internal household electrical grounding to the water service line.*
12. *A permanent easement must be obtained from the property owner permitting the Town of Albion Highway Dept. access to the water service line for repairs or needed maintenance.*
13. *It is the recommendation of the Town of Albion that each applicant consult with a qualified plumber in regards to installing a water pressure regulator and a shock suppressor because of the required back-flow prevention. Your system is a closed system.*

*** Please note that inspection of water services will be conducted Monday through Thursday during normal business hours. If installation is to occur between Friday and Sunday prior scheduling is required with the Water Superintendent.**