



## TAP APPLICATION

SJWD Water District, PO Box 607, Lyman, SC 29365 / 864-439-4423 / 864-949-3511 fax

DATE: \_\_\_\_\_

SERVICE (911) ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

SUBDIVISION: \_\_\_\_\_ LOT #: \_\_\_\_\_

BILLING NAME: \_\_\_\_\_

BILLING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ ALTERNATE PHONE: \_\_\_\_\_

TAX ID # / SS#: \_\_\_\_\_ EMAIL: \_\_\_\_\_

RECEIVED BY: \_\_\_\_\_ LOCATION # \_\_\_\_\_

TAP FEE: \_\_\_\_\_ ACCOUNT # \_\_\_\_\_

SIF FEE: \_\_\_\_\_ TYPE: R C I

PAID BY: \_\_\_\_\_ INSIDE: \_\_\_\_\_ OUTSIDE: \_\_\_\_\_

CHECK #: \_\_\_\_\_ METER SIZE: \_\_\_\_\_ TAP SIZE: \_\_\_\_\_

REJECTED: \_\_\_\_\_ LINE SIZE: \_\_\_\_\_ TYPE: \_\_\_\_\_

SEWER SERVICE: \_\_\_\_\_ SHORTSIDE: \_\_\_ LONGSIDE: \_\_\_ STUBOUT: \_\_\_

# SJWD WATER DISTRICT

P.O. Box 607  
Lyman, SC 29365  
Phone: 864-439-4423  
Fax: 864-949-3511  
[www.sjwd.com](http://www.sjwd.com)



## **METER INSTALLATION AGREEMENT**

By checking and signing below, the customer understands and agrees to the following:

### **Installation Requirements & General Information**

- Lots are to be at final grade and approved for installation by an SJWD inspector before meter boxes are installed.
- Customers shall provide a location for the meter on the property just off the public road right-of-way. The meter should remain fully accessible to SJWD employees or its assigns to conduct normal SJWD business.
- All trees, shrubs, fences, etc., shall be placed to permit convenient access to the water meter. If a fence is erected after the meter has been installed, the fence shall be set back or offset so that the water meter is completely outside the fence. SJWD assumes no liability if trees, shrubs, fences, etc., are damaged during maintenance.
- No driveways or sidewalks poured until the meter is set as to avoid location conflicts.
- In the event there is a need to raise or lower the meter box due to grade changes after the box has been set the Customer will be responsible for any and all fees associated with this process.
- Meter relocation request are approved on a case-by-case basis. Should SJWD approve the relocation, the Customer will be responsible for any and all fees associated with this process. The fees are not to exceed the current tap fee for the size of the meter being relocated.
- SJWD provides a valve just behind the meter on the customers side for the capability of turning the water service off or on.

### **Meter Installation Procedure, Billing, & Ownership**

- Meters are installed in the order in which they are received. If prior inspection of the lot indicates that the above requirements have not been met the customer will be contacted and a \$40 service charge will be billed. The customer will be given 10 business days to meet requirements at which time SJWD crews will mobilize to location to set tap. At this time if installations requirements have still not been met a \$500 mobilization fee will be deducted from your tap funds along with any outstanding service charges and your tap application will be rejected. The customer may resubmit tap application and funds once the guidelines have been met.
- Billing will begin immediately upon installation of meter.
- The meter box and all contained equipment therein are the property of SJWD.

Applicant signature: \_\_\_\_\_ Date: \_\_\_\_\_

Address of location \_\_\_\_\_