



APPLICATION FOR METER PERMIT

PLEASE PRINT

Application is hereby made for permission to (Pick One): <input type="checkbox"/> Set New Meter <input type="checkbox"/> Disconnect and Reset Meter <input type="checkbox"/> Break Seal <input type="checkbox"/> Permanently Remove Meter <input type="checkbox"/> Replace Meter	Property Description: Block: _____ Lot: _____ Property Address: _____ City/State/Zip _____	
Information about Meter to be Removed/Repaired/Replaced/Tested: Meter Type (Select One): Displacement <input type="checkbox"/> Single Jet <input type="checkbox"/> Electromagnetic <input type="checkbox"/> Turbine <input type="checkbox"/> Meter Size: _____	Information about New Meter (Complete if available): Meter Type (Select One): Displacement <input type="checkbox"/> Single Jet <input type="checkbox"/> Electromagnetic <input type="checkbox"/> Turbine <input type="checkbox"/> Meter Size: _____	
Manufacturer: _____	Manufacturer: _____ Fire Rated: Y <input type="checkbox"/> or N <input type="checkbox"/>	
Meter Number: _____	Meter Number: _____	
Reason for work being performed: _____ _____		
Which part of the building is covered by the meter? _____		
Building classification (eg: residential, commercial, mixed): _____		
Dept. of Buildings New Building #: _____	Alteration #: _____	
"I authorize the licensed plumber named below to do the work described in this application."		
Name of Owner: _____		
Signature of Owner or Agent: _____	Date: _____	
Mailing Address: _____		
Owner Email Address: _____		
City/State/Zip _____	Phone #: () _____	
"I certify that I am authorized by the owner of the premises to do the work described herein."		
Name of Applicant (Licensed Electrician): _____		
Signature of Licensed Plumber: _____	Application Date: _____	
Plumber Email Address: _____	Estimated Permit Return Date: _____	
Mailing Address: _____		
City/State/Zip: _____	Electrician Corporation Name: _____	
License Number: _____	Phone #: () _____	
For Official Use Only		
Premises Account Number: _____		
Permit Type: _____	Permit Number: _____	Fee: _____
Date Issued: _____	Reviewed By: _____	Issued By: _____

INSTRUCTIONS

Application for Meter Permit Instructions and Notes

1. Incomplete applications will not be accepted. The only field that may be left blank is the Meter Number for the new meter.
2. Permits for new construction are valid for 365 days. Permits for meter work in existing buildings are valid for 30 days. Permits may be extended under certain circumstances if a written request is submitted before the original permit expires.
3. The completed permit must be returned within ten business days of completion of the work. A completed permit shall include:
 - a. Meter Manufacturer and Model Name/Number
 - b. Register Model
 - c. Meter Size
 - d. Meter Serial Number
 - e. Installation/Replacement/Work Date
 - f. Meter Location
 - g. Meter Manufacturer's Test Tag or Sheet
4. Licensees who receive three or more violations within a three-month period may lose their ability to receive new permits until the violations are corrected.