



Charlotte County Utilities

P.O. Box 516000, Punta Gorda, FL 33951-6000
3100 Loveland Blvd, Port Charlotte, FL 33980
Phone: 941.764.4300 or 800.524.3494

E-Mail address: ccusupport@CharlotteCountyFL.gov
"To exceed expectations in the delivery of public services."

TEMPORARY HYDRANT METER ASSEMBLY INSTALLATION AGREEMENT

Please complete form to request a temporary Hydrant Meter assembly to be installed on a CCU hydrant at/near your site.

Name of Company _____

Contractor License Number _____

Company Mailing Address _____

Company Phone Number _____

Company Fax # _____

Contact Person _____

Contact Phone _____

Company Email _____

Contact Person's Email _____

Intended use of Hydrant Meter - If for a County Project - List Project Name and Project Number _____

Nearest Address of where Hydrant Meter is to be installed (**MUST** be serviced by CCU) _____

Date Meter needed by _____

A security deposit, based upon a 3" meter size, is required for Temporary Hydrant Meter Assembly agreement authorization. Applications will not be processed until deposit is received.

Security Deposit Amount _____

Initial Connection Fee Amount _____

Terms of Agreement:

- Contractor (applicant) must be licensed in Charlotte County.
- A temporary hydrant meter assembly will not be issued to applicants with outstanding charges owed to Charlotte County Utilities.
- Application is not considered complete unless required fields are filled out, signed by applicant and deposit is received. Application will not be processed until application complete.
- The term of agreement is 180 days from date of completed agreement. If there is a need to extend this agreement beyond 180 days (not to exceed a total of 365 days) contact Charlotte County Utilities (CCU) in advance at 764-4300 or 1-800-524-3494. Temporary hydrant meter assembly will be removed 180 days from the date of the application, unless an extension has been approved by CCU.
- Temporary hydrant meter assembly will be installed within 1-3 business days of completed application, unless other date is requested. Due to supply issues, if we are not set to install the temporary hydrant meter assembly within the 3-business day window, we will make contact of the delay.
- Upon installation of temporary hydrant meter assembly:
 - An Initial Connection Fee will be on first billing statement
 - A bill will be generated for the monthly Base Facility Charges plus usage
 - Contractor will be responsible for reporting monthly reads
- Upon removal of the meter and assembly:
 - Any monies due will be deducted from deposit on account
 - Final bill will be for remaining consumption or reflect a credit statement
 - Credits, if applicable, will be refunded to the payee and address on initial deposit payment.
- Temporary hydrant meter assembly is for commercial construction purposes only and shall not be used for human consumption or irrigation purposes.
- Use only the hydrant specified by CCU. All water drawn from the fire hydrant must pass through the issued temporary hydrant meter assembly.
- Securing the temporary hydrant meter assembly on the job site is the contractor's responsibility. The temporary hydrant meter assembly will be in the care, custody and control of the company requesting the meter. Any damage, loss or missing meter and assembly will be the responsibility of the company.
- Changing the temporary hydrant meter assembly location from the approved job site described above may only be done by authorized CCU employees.
- If temporary hydrant meter assembly needs to be relocated to another CCU approved location, contact CCU 5 business days in advance to CCUSupport@CharlotteCountyFL.gov, 941-764-4300 or 1-800-524-3494. Please be advised there is a fee for this service.
- Temporary hydrant meter readings are to be reported to the CCU Business Services office via fax at 941-764-4557 or e-mail at CCUSupport@CharlotteCountyFL.gov attached form (also available on the CCU Web Site. <https://www.charlottecountyfl.gov/departments/utilities/about-utilities/forms.shtml>). All information requested on the form must be complete. Read all digits from left to right. Readings must be reported within the designated billing timeframe.
- Failure to report a reading within the billing timeframe will result in CCU verifying the read and assessing a premise visit fee to the account.
- Failure to provide a reading for two consecutive months will result in the removal of the temporary hydrant meter assembly and considered a violation of the terms of this agreement.
- The temporary hydrant meter assembly is to be made available to CCU upon demand, for inspection and verification of reported readings. Failure to produce temporary hydrant meter assembly upon demand will result in meter tampering fees, the average consumption to be estimated, and fees to replace hydrant meter and assembly applied to account.
- Bills are due upon receipt, and if not paid within 21 days of the billing date, may result in removal of the temporary hydrant meter assembly, and considered a violation of terms of this agreement.
- Any use of temporary hydrant meter assembly for any other purpose other than stated in this agreement can result in the immediate removal without prior notification; considered a violation of the terms of this agreement.
- Altering or adjusting the hydrant meter assembly in any way or using the hydrant meter assembly for any unauthorized purpose can result in meter tampering penalties Florida State Statute 812.14, plus any cost for damaged, lost, or missing meter assembly to be applied to account and considered a violation of the terms of this agreement.
- A violation of any of the terms of this agreement can result in the temporary hydrant meter assembly to be removed, additional fees applied, account inactivated, and further collection actions. Contractor will need to reapply for approval for a new temporary hydrant meter assembly. CCU reserves the right to refuse authorization for temporary hydrant meter assembly due to prior applicant history.

By my signature below I acknowledge that I have read the terms and hereby agree to abide by the terms stated in this agreement.

Printed Name _____

Signature _____

Date _____

FOR OFFICE USE ONLY

CIP-Charlotte County Project No. (if applicable): _____

CIP-Project Manager: _____

Meter Services

Meter No.: _____

Meter Read: _____

Set By: _____ Date Set: _____

Business Services

Account Number: _____ Date: _____

Deposit Amount/Paid: _____

Cust. Service Rep: _____ CIP Cycle #: _____