HYDRANT METER AGREEMENT

Company Name _____

Billing Address _____

_____

Job-Site Contact _____ Phone Number _____

Email Address _____

Meter Size ____ 1" ____ 1½" ____ 3"

Hydrant Meter # _____ Backflow Serial # _____

Beginning Reading _____ Date Issued _____

Return Reading _____ Date Returned _____

Deposit Transfer To Meter # _____ From Meter # _____

The Albemarle County Service Authority (ACSA), upon receipt of a deposit in the amount of
☐ $600 ($100 non-refundable) for a 1" meter**;** ☐ $1,300 ($150 non-refundable) for a 1½" meter**;** or
☐ $2,200 ($250 non-refundable) for a 3" meter, **does hereby agree to provide the applicant with a temporary hydrant meter for initial use not more than 180 days, and under the following conditions:**

(1) The hydrant meter can be used only on:
- ☐ hydrant #13419, RWSA Moore's Creek treatment plant (695 Moore's Creek Lane)
- ☐ hydrant #13422, Old Lynchburg Road near Sunset Avenue
- ☐ hydrant #13841, Earlysville Road at W. Rio Road (Summers Market)
- ☐ hydrant #13730, Towncenter Boulevard near Dickerson Road
- ☐ hydrant #13833, Route 250 W., Crozet (across from Brownsville Market)
- ☐ **all general use hydrants,** or
- ☐ hydrant(s) #_____ located_____

(2) **The hydrant meter must be removed when not in use and must be supervised at all times when in use. An unattended meter will be confiscated and there will be a $300 charge for the meter to be returned to you.** A support is provided for placement under the 1" and 1½" meters to eliminate undue stress on the fittings. **The support must be used at all times.** Should the support not be returned with the meter a $50 fee shall be assessed and deducted from the deposit. **To indicate receipt of a hydrant meter support, please initial here:** _____**.**

(3) The applicant may not use any tools other than an appropriate hydrant wrench (provided) to operate the hydrant. Should the hydrant wrench not be returned with the meter a $75 fee shall be assessed and deducted from the deposit. **To indicate receipt of the hydrant wrench, please initial here:** _____**.** Any modification of the backflow assembly of the 1" and 1½" meters, other than the use of an adapter for the delivery of the water, may result in forfeiture of the deposit.

(4) All hydrants are to be opened **slowly** and **fully** when in operation to prevent leakage from internal parts. The maximum continuous flow rate for a 3" meter is 350 gallons per minute. Applicants

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are responsible for providing proper attachments to ensure this rate of flow, or less, is maintained when the hydrant is fully opened. The maximum continuous flow rate for a 1½" meter is 70 gallons per minute, and for a 1" meter is 25 gallons per minute. Applicants are responsible to ensure this rate of flow is not exceeded when the hydrant is fully opened. Failure to do so can result in damages due to excessive flow. The applicant will be charged for related damages. The hydrant is to be closed **slowly**.

(5) The applicant accepts full financial responsibility for any damage to the hydrant, hydrant meter, backflow prevention assembly, and surrounding property resulting from the installation, use, and removal of the hydrant meter. **The applicant shall be responsible to note any damage to the hydrant(s) assigned at a job site, and report the damage to the ACSA within 24 hours.**

(6) **A picture of the meter dial must be submitted by the 4th of every month** (due the business day prior if the 4th falls on a weekend or holiday) by completing the form provided in the link of the monthly reminder e-mail. **A form and picture must be sent monthly even if there has been no water usage.** Do not send a separate e-mail to Customer Service. Failure to submit a meter reading will result in a $75 fee and may be cause for confiscation of the meter and a forfeiture of the deposit. **Please initial here**: _____.

(7) An invoice shall be sent each month to the billing address listed above with charges for consumption registered by the hydrant meter as well as a monthly $30 hydrant use permit fee. The invoice is due upon receipt. **The water rate, monthly permit fee, and fee for failure to submit a meter reading are subject to change.**

(8) The applicant shall return the meter when no longer needed or at the end of the permit period or renew the agreement for another 180-day permit period by notifying the ACSA. **Failure to return a hydrant meter may be cause for forfeiture of the deposit.**

(9) The applicant may be asked to return the hydrant meter if there are three (3) consecutive months with no consumption, unless other arrangements are made.

(10) Upon return of a hydrant meter at the end of the permit period, the refundable portion of the deposit shall be held by the ACSA no longer than forty-five (45) days, pending the testing of the meter, backflow prevention assembly, and hydrant(s) issued to the applicant for any damage. The need to order replacement parts may require a delay in return of the deposit.

(11) Hydrant meters (1" and 1½") held for a 12-month permit period shall be returned to the ACSA on or about the one-year anniversary of the issuance date for testing of the meter and backflow prevention assembly. The applicant shall be given a replacement meter and shall be billed for the repair or replacement of any components of the hydrant meter assembly found to be damaged.

(12) Fees included in this agreement are subject to change at any time. Applicant will be charged current fees/charges as adopted by the ACSA.

Non-payment of fees or non-compliance with any of the above conditions shall result in termination of the agreement, confiscation of the hydrant meter, and forfeiture of the deposit.

effective 10/1/2026

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I acknowledge that I have read and will abide by the above conditions.

_____
Company

_____
Authorized Agent (Print Name)

_____ _____
Signature Date