

**CUSTOMER INFORMATION SHEET
NEW METER INSTALLATION REQUIREMENTS
MEEKER MUNICIPAL WATER DISTRICT**

- 1.) Physical address of location where meter is to be installed, (911 address).
- 2.) Name of closest intersecting road or highway.
- 3.) Copy of **deed to property** where meter is to be situated giving volume and page where it has been recorded with county clerk's office or an accurate legal description of property.
- 4.) Copy of **developmental permit** which is obtained at Jefferson County Environmental Control's office located at 7933 Viterbo Road, Suite 4, Nederland, Texas, phone number 409-719-5910. Be prepared to pay a fee to Jefferson County Environmental Control. The amount of the fee is established by their office.
- 5.) Owner of property where meter is to be situated must appear before a Notary Public of the State of Texas and execute a right of way easement (Form Enclosed). Once notarized, the form must be taken to the **Jefferson County Courthouse "Records Department"** to be **FILED & RECORDED**. The easement is to be returned to Meeker Water District Office. All parties shown on the deed as owners must sign the easement.
- 6.) Full payment of the meter installation fee payable to the Meeker Municipal Water District. The fee schedule is enclosed. The size meter chosen is at the discretion of the customer. Meeker Water District personnel cannot advise you as to what size meter to purchase. A plumber would be better qualified to advise you in this area.
- 7.) Full payment of a \$75.00 service deposit to Meeker Municipal Water District. The deposit will be held until 12 months of service have expired. If monthly water bill payments are made on a timely basis, the deposit is refundable upon request. There are no exceptions to the service deposit requirement.
- 8.) The owner of the property will have to appear in the office to complete a service application form, sign the customer service agreement, and provide a picture identification card, social security card.
- 9.) According to TCEQ requirements, all new construction must schedule for and complete a **customer service inspection (CSI)** which is performed by a licensed inspector. The charge of \$125.00 will be applied to the account before providing continuous water service. THE PURPOSE OF THE INSPECTION IS TO PROTECT THE POTABLE WATER SYSTEM FROM POTENTIAL CONTAMINATION. Call MMWD office to schedule this inspection after all construction is completed.

*******A RPZ is required if both irrigation and aerobic systems will be installed at home*******

ALL NINE OF THE ABOVE REQUIREMENTS MUST BE FULFILLED BEFORE A REQUEST FOR A METER INSTALLATION CAN BE INITIATED. THE CONTRACTOR PERFORMING THE INSTALLATION WILL HAVE 12 BUSINESS WORKING DAYS ALLOTTED TO INSTALL THE METER.

Once the water is installed the customer is responsible for securing installation of his or her own water service line from the meter to the dwelling. The main water line must be adjacent to or across the street from the property where the meter is to situate. Should a main water line extension be required, approval will have to be made through the Board and additional costs will be incurred.

Revised 5-20-2017

The Meeker Municipal Water District
807 N. Meeker Road, Beaumont, Texas 77713, 409-866-1670
Office Hours: Monday - Friday from 8:30A.M. til 4:30P.M.