



## NEW WATER SERVICE INSTALLATION

Use this form to have a **NEW** water service installed at a property (for example connecting new construction to the water system or switching from well water to city water).

To complete this form, you must:

- Be the Responsible Bill Payee, the Bill Payee's Spouse or Legally Authorized Agent, or the Administrator of the Estate
- Display a Valid Driver's License or state-issued I.D.

## OTHER INFORMATION

- A complete water service installation is \$5,500. This is a connection from the water main to the meter setting.
- A partial or yard service is \$2,500. This is the installation from an existing curb valve (on/off valve) to the meter.
- If you think your property only needs a partial service, this can be confirmed by calling 337-8149. Unless this is confirmed, installations will be considered complete water service installations.
- If there is no basement at the property, an outside meter box (ford box) will be installed. If there is a basement, the meter may be installed inside. The certified plumber, who installs the service, will be responsible for the first two years after installation. The City of Kalamazoo will maintain the water line up to and including the meter after the first two years.
- All water installations will be left off until the line has been inspected by the City of Kalamazoo and the meters have been set. Seventy-two-hour notice must be given prior to any work performed by the City of Kalamazoo.

## PAYMENT

Payment for all new services can be paid up front or in installments per the following schedule:

- Full Service installs \$5,500 paid over 36 months (\$152.78 per month)
- Partial installs, \$2,500, paid over 24 months (\$104.17 per month)

When the water is turned on, an additional refundable deposit of up to \$60 may be required. Please call our office for details and amounts.

## COMPLETED APPLICATIONS

Once completed, please return this application to the City Treasurer's Office located on the first floor of City Hall, 241 West South Street. The form may also be returned via email to [utilities@kalamazoocity.org](mailto:utilities@kalamazoocity.org).



## NEW WATER SERVICE INSTALLATION

<p>Complete this form to have <u>new water service installed</u> to connect to City of Kalamazoo water. <b>To apply for service, you must:</b></p> <ul style="list-style-type: none"> <li>• Be the Responsible Bill Payee, the Bill Payee's Spouse or Legally Authorized Agent, or the Administrator of the Estate.</li> <li>• Display a Valid Driver's License or Michigan I.D. (Obtained from the Secretary of State's Office).</li> </ul>		
<b>YOUR INFORMATION</b>		
Name:		
Address:		
City:	State:	ZIP Code:
Driver's License/Michigan ID # (please attach copy of ID):		
Phone:	Email:	Preferred Contact: <input type="checkbox"/> Email <input type="checkbox"/> Phone
Employer:		
<b>INSTALLATION INFORMATION</b>		
Is this new service due to: <input type="checkbox"/> New Construction <input type="checkbox"/> Well		
Will this property be connected to city sewer? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Service address (if different from above):		
City:	State:	ZIP Code:
If business, owners name:		
Does this structure have a basement: <input type="checkbox"/> Full basement <input type="checkbox"/> Partial Basement <input type="checkbox"/> No Basement		
<p><i>If there is no basement, an outside meter box (ford box) will be installed. If there is a basement, the meter may be installed inside. The certified plumber who installs the service will be responsible for the first two years after installation. The City of Kalamazoo will maintain the water line up to and including the meter after the first two years.</i></p>		
Will service apply: <input type="checkbox"/> House <input type="checkbox"/> Business <input type="checkbox"/> Irrigation		Size of service:
<input type="checkbox"/> Duplex <input type="checkbox"/> Condo <input type="checkbox"/> Fire Service		<input type="checkbox"/> 1 1/4" <input type="checkbox"/> Other _____
<p><i>Payment can be made in full or per the schedule on page 1 of this document. When the water is turned on, an additional refundable deposit of up to \$60 may be required. Please call our office for details and amounts. All water installations will be left off until the line has been inspected by the City of Kalamazoo and the meters have been set. Seventy-two-hour notice must be given prior to any work performed by the City of Kalamazoo.</i></p> <p><i>If applying for a yard service only with an existing street service that has been used in the past: you must confirm with Public Services that this service is copper and in good functioning condition for use. Otherwise you may be responsible for a new full service at the rate of \$5500. You may call <b>Jane McDonagh</b> at: 337-8772 for confirmation and or inspection to be scheduled</i></p>		
<input type="checkbox"/> I agree and have confirmed all necessary details and requirements with the Department of Public Services		
<b>SIGNATURE</b>		
<p>By signing and submitting this form you are verifying that the information provided is accurate and that you have not intentionally misrepresented any facts regarding your identity or the details of the request. You will be contacted by a representative of the City of Kalamazoo within 48 hours regarding this request.</p>		
Signature:		
<b>FOR OFFICE USE ONLY</b>		
Date:	Account #:	Customer History Card: