



Sewerage and Water Board
625 St. Joseph Street
New Orleans, LA 70165
Phone: (504) 585-2097
Fax: (504) 585-2455

Hydrant Meter Request Form

Company Name _____ Contact Person _____
Company Address _____ TAX ID # _____
Tel # _____ Fax# _____ Email _____
Location Requested _____ Date required: Set Up _____ Removal _____

Purpose: Check applicable box.

Potable Water Use – Water will be in contact with **Humans or Animals**.

- Food Processing: washing utensils or items used in food preparation.
- Vendor Use: washing hands or similar use.
- Water to Trailer or RV: used for showering or bathing.

NOTE: Application must be submitted a minimum of 7 days in advance of actual use.

- Hydrant will require disinfection or flushing of the hydrant, bacteriological testing and cross-connection control following Special Festival Process. Sewerage and Water Board shall install hydrant meter/back flow prevention unit.
- Applicant is responsible for providing all NSF (National Sanitation Foundation) approved connections and/or hoses from the hydrant meter/backflow prevention unit.

Non-potable Water Use – Water will **NOT** be in contact with Humans or Animals.

- Wash Down: cleaning an impervious surface such as sidewalk, street, alley to maintain public safety
- Construction / Demolition

NOTE: Application must be submitted a minimum of 1 day in advance of actual use.

- Applicant to pick up hydrant meter with back flow preventer from Meter Shop and install according to attached instructions. A “Wash Down Use Only” ring to be attached to the connection.
- Applicant is responsible for providing all connections/hoses from the hydrant meter/backflow prevention unit.

Fee Schedule: **Potable Water Use:** \$1,000 for Special Festival Use and Monthly Billed Charges*
Non-potable Water Use: Monthly Billed Charges*
Deposit for a Hydrant Meter/Back Flow Prevention Unit for Potable/Non-Potable Water Use: \$1,500

* Monthly Billed Charges include a \$22.07 service fee and a minimum water usage charge of \$227.93 plus tax. Water usage charges accrued above \$227.93 will be charged at regular rates.

Responsibilities of Applicant:

- Submit meter readings between the 1st and 5th every month by fax to (504) 585-2455, or e-mail to MeterReadings@swbno.org.
- Return hydrant meter to Sewerage and Water Board Meter Shop every six (6) months for recalibration.
- Only use hydrant meter at one location. Moving hydrant meter to another location requires S&WB prior approval.
- Never transport hydrant meter outside of Orleans Parish.

By signing the Hydrant Meter Request Form, Applicant agrees that they have received, read and understand the terms and responsibilities listed, and agrees to defend and hold harmless the Sewerage and Water Board of New Orleans from any and all claims, liability and losses for personal injury or property damage resulting from applicant's use of fire hydrant. Additionally, the applicant is liable for any damage to the hydrant, backflow preventer and/or hydrant meter due to misuse or improper operation of the hydrant.

Applicant (signature) _____

(For Sewerage and Water Board use only)

Account Number: _____ Deposit Due: _____ Potable Fee: (Opt.) _____

PAYABLE WITH CASH, MONEY ORDER, CERTIFIED CHECK

Date Paid: _____ Representative Initials: _____ APPROVAL BY: _____



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Hydrant Meter Request Form
Guarantor Form

- Whereas the Sewerage and Water Board of New Orleans (“Board”) and _____ (“Customer”) entered into an agreement to provide a hydrant meter and potable water (“Agreement”), a copy of which is attached hereto, for the named location which will commence on the ____ day of _____, 20___. In consideration of this, the Guarantor hereby unconditionally guarantees the payment from the Customer under the conditions of the Agreement.
- Guarantor undertakes to pay the Board upon written demand and within seven (7) days of receipt thereof all monies due and not paid by the Customer despite demand of such payment from the Customer. Payments include charges for the hydrant meter and potable water use as specified in the Hydrant Meter Request Form.
- Guarantor undertakes to compensate the Board for any loss or damages resulting from the Customer’s breach of the Agreement.
- Guarantor agrees to compensate the Board for any loss or damages resulting from the Customer’s breach of the Agreement.
- Guarantor waives the right to be informed by the Board of any extension to the Agreement or changes to the provisions therein, made and agreed to by the Board and the Customer during the entire duration of the Agreement and any changes to the terms of the Agreement shall not required the authorization of the Guarantor.
- Upon the death of the Guarantor this Agreement will become binding on the Guarantor’s estate.
- Unless inconsistent with the context, words signifying any one gender shall include the others, words signifying the singular shall include the plural and vice versa, words signifying natural persons shall include artificial persons and vice versa and reference to the Board shall include its Agents.

Guarantor Signature: _____

(Personalized Seal)

Printed Name: _____

Date: _____

Witness Signature: _____

Date: _____

Witness Signature: _____

Date: _____

Before me, notary, appeared

_____ (guarantor)

who executed this agreement in the

presence of these witnesses.

Notary Public

(For Sewerage and Water Board Use Only)

Received by Sewerage and Water Board of New Orleans

Signature: _____

Date: _____