



CITY OF DEARBORN WATER & SEWERAGE DIVISION SERVICE TAP REQUEST REVIEW FORM

A NON-REFUNDABLE \$75.00 DEPOSIT IS REQUIRED. THIS DEPOSIT WILL BE DEDUCTED FROM THE TAP FEES. THIS FORM IS ONLY VALID 90 DAYS FROM THE DATE OF SUBMITTAL.

CASH RECEIPT NUMBER _____

FOR ANY QUESTIONS REGARDING THIS FORM – CONTACT (313) 943-2306

DATE OF SUBMITTAL _____ NAME OF APPLICANT _____

ADDRESS OF NEW TAP _____ LOT NO. _____

BETWEEN STREETS _____ AND _____

THE SIZE OF THE SERVICE AND WATER METER WILL DIRECTLY AFFECT THE CUSTOMER’S QUARTERLY WATER BILL.

SIZE OF SERVICE _____

SIZE OF METER _____

PLEASE CHECK ALL BOXES THAT APPLY TO THIS TAP:

- DOMESTIC SERVICE FIRE SUPPRESSION SERVICE RESIDENTIAL COMMERCIAL
- NEW CONSTRUCTION REPLACES EXISTING SERVICE IN ADDITION TO EXISTING SERVICE (S)
- COUNTY OR STATE ROAD – CONTRACTOR RESPONSIBLE FOR INSTALLATION – SEE CITY ENGINEER

- **FOR QUESTIONS REGARDING FIRE SUPPRESSION SYSTEMS, PLEASE CALL THE FIRE MARSHAL @ 313-943-2838.**
- **IF YOU HAVE ANY QUESTIONS REGARDING BACKFLOW PREVENTION OR NEED ASSISTANCE DETERMINING WHICH DEVICE IS TO BE INSTALLED, PLEASE CALL (313) 943-4468.**
- **IF THE TAP APPLIED FOR IS A FIRE SUPPRESSION SYSTEM, YOU MUST SUPPLY US WITH THE NAME AND TELEPHONE NUMBER OF THE FIRE PROTECTION COMPANY WHO WILL BE INSTALLING THE FIRE SUPPRESSION SYSTEM.**

BUILDING CONTRACTOR _____

NUMBER & STREET _____ CITY _____ STATE _____ ZIP _____

CONTRACTOR PHONE NO. _____ FAX _____

FIRE PROTECTION CO. _____ PHONE NO. _____ FAX NO. _____

PLUMBER’S NAME _____ LICENSE NUMBER _____

(OVER)

ATTENTION!!

- **THE PLUMBER WILL BE HELD DIRECTLY RESPONSIBLE FOR REPLACING ANY BROKEN SIDEWALKS DUE TO THE TAP INSTALLATION. ALL SIDEWALKS MUST BE REPLACED BEFORE A CERTIFICATE OF OCCUPANCY WILL BE ISSUED AND THE PLUMBER IS RESPONSIBLE TO MAINTAIN SAFE PEDESTRIAN ACCESSIBILITY DURING THE ENTIRE CONSTRUCTION PROJECT.**
- **WHEN FULL PAYMENT IS MADE, THE TAP WILL BE PUT ON THE SCHEDULE TO BE COMPLETED. THE SCHEDULING IS GENERALLY ON A FIRST COME, FIRST SERVE BASIS, AS CREWS ARE AVAILABLE FROM EMERGENCY AND OTHER PRIORITY TASKS.**
- **MOST TAPS CAN BE COMPLETED WITHIN 4 TO 6 WEEKS FROM THE DATE OF FULL PAYMENT. DUE TO OTHER MAINTENANCE COMMITMENTS, WE CANNOT OFFER SPECIFIC DATES FOR COMPLETION OF THE TAP.**
- **ALL TAPS TO BE PERFORMED ON COUNTY OR STATE ROADS ARE TO BE PERFORMED BY THE CONTRACTOR. THE CONTRACTOR WILL BE RESPONSIBLE FOR THE LABOR, MATERIAL COSTS, TRAFFIC CONTROL AND RESTORATION. THE CONTRACTOR WILL BE REQUIRED TO ACQUIRE THEIR OWN COUNTY OR STATE PERMITS AND PAY BONDS AND INSPECTION CHARGES. THE CONTRACTOR WILL APPLY AND SCHEDULE THIS WORK THRU CITY OF DEARBORN ENGINEERING AND PAY THEIR ASSOCIATED FEES.**
- **THE WATER DIVISION WILL NOT BE RESPONSIBLE FOR SCHEDULING DELAYS IF THE PROPERTY IS INACCESSIBLE DUE TO CONTRACTOR MATERIALS, DEBRIS OR EQUIPMENT, OR IF THE SERVICE LINE (UP TO 2" ONLY) HAS NOT BEEN BROUGHT TO THE PROPERTY LINE, STAKED AND EXPOSED.**
- **ALL SCHEDULING QUESTIONS SHOULD BE DIRECTED TO THE WATER MAINTENANCE SUPERVISORS AT 313-943-2395 OR 3072.**

SEASONAL ALERT!!

- **TAP APPLICATIONS SUBMITTED FROM NOVEMBER 1ST THROUGH FEBRUARY 15TH MAY BE SUBJECT TO PROLONGED SCHEDULING DELAYS DUE TO A PRIORITY ON HYDRANT AND WATER MAIN BREAK REPAIRS AND / OR FROST CONDITIONS.**

_____ APPLICANT SIGNATURE

PHONE NO. _____

FAX NO. _____