

Fire Hydrant Meter Permit Application

Applicant Information:

Date: _____

Company: _____

Contact Name: _____

Billing Address: _____

City, State, Zip _____

Tax ID: _____

Hydrant Location/Project: _____

Contact Phone Number: _____

Applicant Signature: _____

Office Information:

Hydrant Number: _____

Date Issued: _____

Date Returned: _____

Initial Reading: _____

Returned Reading _____

Condition on Issuance: _____

Condition on Return: _____

Inspected By: _____

Inspected By: _____

Picking up a Hydrant Meter

1. Please call the Public Works Department to ensure Hydrant availability and schedule an appointment for meter pick up.
2. Complete the Hydrant Meter Permit application and submit the required \$2,000 deposit to the City of Highland Park Finance Department located at **1707 St. Johns Ave. Highland Park, IL 60035**.
3. Take the completed application form and payment receipt to your scheduled appointment time at the **Public Works Department, 1150 Half Day Road, First Floor**.
4. Please contact our Water Foreman to schedule an appointment to return the meter at **847-926-1151**

Please see back for Contractor Agreement and Responsibilities

Contractor Agreement and Responsibilities:

1. All water to be used for construction purposes and drawn from a fire hydrant will be metered with a City issued meter and approved backflow device.
2. Contractor/Applicant is responsible to pay all applicable water usage charges which will be billed at the rate specified in the Annual Fee Resolution.
3. Contractor/Applicant is responsible for any and all damage to the meter, AMR attachments and backflow device, and is required to keep all aspects of the unit clean and free of obstructions or harm which may affect the metering operation.
4. Lost, stolen or damaged hydrant meters shall result in the loss of deposit and/or additional charges to the applicant.