



Residential Water and Sewer Service Application

1. Applicant Information and Service Location:

Applicant: If applicant is not owner, please submit Owner's Authorization Letter.

Service Address:

Print Name

Address and Parcel Code (if available)

Company Name

City

Office Phone Number Cell Phone Number

The undersigned hereby makes application for service from the Springfield Water and Sewer Commission at the herein named premises. The undersigned will assume all expenses of the tap, pipe, and other appurtenances in accordance with the schedule of rates and charges as adopted by the Springfield Water and Sewer Commission. Water use and supply, and sewer use are subject at all times to the rules and regulations established by the Springfield Water and Sewer Commission

Owner: Print Name

Phone Number

Billing Address

City, State Zip

Applicant's Signature: Date:

The installation of a replacement and/or new water service may require your electrical ground to be disconnected. It is the Applicant/Owner's responsibility to ensure that the ground is reinstalled to meet the current state and local building code regulations. The Springfield Water and Sewer Commission will not provide this service. If an electrician is required it will be the sole responsibility of the Applicant/Owner.

It is the sole responsibility of the Applicant/Owner to ensure that all state and local plumbing, building, and public health rules and regulations are satisfied pursuant to M.G.L. Chapter 111, Section 160A and Springfield Water and Sewer Commission Rules and Regulations Chapter 3, Section 5.1

2. Building Use: For buildings with 3 units or larger, use Commercial / Industrial Application Form.

- Single family residence Duplex (two units)
Other

Total number of bedrooms in building (typical single family home = 3 bedroom)

3. Water Service: Check all that apply (Only one Commission furnished water meter per service.)

- New Service: Single Family Residence Duplex: one - water service Duplex: two - water services (owner's option)
Replacement Service
Service Discontinuance - required if existing service not needed

Water Service Size: 1" 1 1/2" 2" 3/4" (only repair allowed if newer than 1993)

Water Service Installation Limits: Begin / End (fees for previous work may apply)

- Main to the Building Main to the Tree belt
Tree belt to the Building Main to a Meter Pit
Other:

Water Main Availability:

- To be determined - Application to be reviewed by Commission's Engineering and Technical Services.
Water main is available to service this lot.
Water main is not available. Water Main Extension Required.

4. Sewer Service: Check all that apply. No Sewer Service Requested, _____
 New Service: Single family residence (septic system, service exists) describe reason
 Duplex – one sewer service Duplex- two sewer services (owner's option)
 Replacement Service _____
 Service Discontinuance – required if existing service not needed. Performed by Contractor and inspected by the Commission.

Sewer Service Size: 6” All new services must be 6” minimum 4” repairs and replacements only

Sewer Main Availability: To Be Determined – Application to go to Engineering and Technical Services for review
 Sewer Main is available to service this lot. Sewer main is not available. Sewer Main Extension Required

5. Plan Required: Include lot layout, building location, water and sewer service locations.
 Plan Submitted

6. Construction Work to be performed by: It is the responsibility of the service installer to secure all required roadway occupancy permits from Springfield or Ludlow DPW.

Commission Approved Contractor _____
 Contractor Name _____
 Phone Number _____

7. Fees: a. **Application Fees - Water** **Sewer**
 (Required) per parcel Single family: \$50 Single family: \$50
 Duplex – one or two services: \$75 Duplex- one or two services: \$75
 Each water service will have separate billing account.

Remaining Fees TBD *
b. Water Service Discontinuance Fee per service - 1” to 2” service
 \$250 Basic Discontinuance - Contractor excavate and restore.
 \$500 Complete Discontinuance – Commission to perform all discontinuance work.

c. Connection Fee per service - New connection to public water main of lot not previously served.
 Price based on water service pipe diameter. 1” water service - \$2,000
 1 1/2” water service - \$3,000
 2” water service - \$4,000

d. Tapping Water Main Fee per service - 1” to 2” service
 \$310 Basic Tap - Contractor excavate and restore.
 \$560 Complete Tap – Commission to perform tap and restoration work.

e. Inspection Fees- \$150 per site visit ____ # Water insp. ____ # Sewer insp. Total \$ _____

Typically each new service requires 1 inspection each. (2 Total for water and sewer)
 If additional inspections required, customer will be billed

* Fees: a. _____ b. _____ c. _____
 d. _____ e. _____

* Additional fees may be due and will be determined during the engineering review. **TOTAL FEES \$** _____

Application Received By: _____
 Employee Name

Payment: Check # _____ Visa / MasterCard Conf. # _____ Customer # _____
 Money Order # _____ Work Order # _____



I, _____ the owner of the property located at:

Print Owner's Name

_____ in _____ MA,

Print Service Address

City/Town

Authorize _____ to sign on my behalf for work to be

Print Applicant Name

performed by the Springfield Water and Sewer Commission. I further acknowledge that I am responsible for all charges and fees related to this work, in accordance with the Springfield Water and Sewer Commission's Rules and Regulations. If you have any questions, feel free to contact me at _____.

Print Owner's Phone Number

Owner's Signature

Date

Office Use Only

Authorized applicant to produce driver's license when dropping off forms.

Received by: Employee Name

Driver's License Number
of Authorized Applicant

Date

Time