

Copies: Customer _____ Customer Service _____ Billing _____ Engineering _____

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 _____

Applicant's Signature: _____ Date: _____

City, State _____ Zip _____

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 bedrooms)

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 Commiss.

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: \$75

Each water service will have separate billing account.

TOTAL APPLICATION FEES \$ _____

Remaining Fees To Be Determined *

b. Water Service Discontinuance Fee per service - 1" to 2" service

c. Connection Fee per service

d. Tapping Water Main Fee per service - 1" to 2" service

e. Inspection Fees- per site visit for water inspections and sewer inspections.
Typically each new service requires 1 inspection each. (2 Total for water and sewer)
If additional inspections required, customer will be billed

f. Other Fees:

1. Pavement Restoration
2. Police Detail
3. Flowable Fill / Concrete minimum 3 Yds
4. Time and Materials for other costs.

* Published or additional fees may be due in advance of work being scheduled and will be determined during review or after construction.

Application Received By: _____

Employee Name / Signature

☐ Check ☐ Visa / MasterCard ☐ Money Order Reference # _____