

Applications and Forms for Development and New Water Services

(Complete the following forms as applicable)

Instructions: Customer information should be completed and pertinent boxes should be checked for forms and applications submitted to IWA. Completed Forms and Applications can be submitted to IWAEngineering@indio.org.

Applicant Name: _____ Phone #: _____
 Email Address: _____
 Project Name: _____
 Project Address: _____
 Tract No.: _____ Phase No.: _____ Lot No.: _____

Pre-Plan Check Submittal Process Applications

<i>Customer</i>	<i>IWA</i>		<i>Comments</i>
<input type="checkbox"/>	<input type="checkbox"/>	Research Request Application (Form A-1)	_____
<input type="checkbox"/>	<input type="checkbox"/>	Fire Flow Evaluation Application (Form A-2)	_____
<input type="checkbox"/>	<input type="checkbox"/>	Will Serve Letter Request Application (Form A-3)	_____
<input type="checkbox"/>	<input type="checkbox"/>	Water Supply Assessment Review Application (Form A-4)	_____

Plan Check Submittal Process Applications

<input type="checkbox"/>	<input type="checkbox"/>	Water Plan Check Application (Form B-1)	_____
<input type="checkbox"/>	<input type="checkbox"/>	Water Meter Clearance Application (Form B-2)	_____
<input type="checkbox"/>	<input type="checkbox"/>	Easement Legal Description Review Application (Form B-3)	_____

Development Fee Process

<input type="checkbox"/>	<input type="checkbox"/>	Water Inspection Request (Form C-1)	_____
<input type="checkbox"/>	<input type="checkbox"/>	Water Development Impact & Supplemental Water Supply Fee (Form C-2)	_____
<input type="checkbox"/>	<input type="checkbox"/>	Water Meter Application (Form C-3)	_____
<input type="checkbox"/>	<input type="checkbox"/>	Well drilling and Well Abandonment Application (Form C-4)	_____
<input type="checkbox"/>	<input type="checkbox"/>	Static Pressure Information Request (Form C-5)	_____

Additional Services (Customer Service)

<input type="checkbox"/>	<input type="checkbox"/>	New Water Account Request Application (Form D-1)	_____
<input type="checkbox"/>	<input type="checkbox"/>	Water Main Shutdown Application (Form D-2)	_____
<input type="checkbox"/>	<input type="checkbox"/>	Water Infrastructure Abandonment (Form D-3)	_____
<input type="checkbox"/>	<input type="checkbox"/>	Fire Hydrant Meter Application (Form D-4)	_____
<input type="checkbox"/>	<input type="checkbox"/>	Meter Downsize Request Application (Form D-5)	_____
<input type="checkbox"/>	<input type="checkbox"/>	Credit Card Authorization (Form D-6)	_____

Customer Signature: _____ Date: _____

For IWA office use only:

Received By: _____	Date: _____
Approved By: _____	Date: _____

Water Meter Clearance Application

Applicant/Contact Person: _____ Phone #: _____
 Project Name: _____ Email: _____
 Project Address: _____
 Tract No.: _____ Phase: _____ Lot No.(s): _____

Project Information

Meter Address: _____
 Commercial* Residential Residential Multi Unit: New service location
 No. of Units _____ Irrigation (complete Form B-2 page 2 of 2)
 * A multi unit commercial building requires a separate meter for each unit.

Total Fixture Units (for fixtures not included herein, refer to the latest edition of the Uniform Plumbing Code)

Fixture	Private FUs	Public FUs	No. of Fixtures	Total
Bathtub or Combination Bath/Shower (fill)	4	4	X	=
3/4" Bathtub Fill Valve	10	10	X	=
Clothes Washer, domestic	4	4	X	=
Dental Unit, Cuspidor	-	1	X	=
Dishwasher, domestic	1.5	1.5	X	=
Drinking Fountain or Water Cooler	0.5	0.5	X	=
Hose Bib	2.5	2.5	X	=
Lavatory	1	1	X	=
Lawn Sprinkler, each head	1	1	X	=
Mobile Home, each (minimum)	12	-	X	=
Bar Sink	1	2	X	=
Clinic Faucet Sink	-	3	X	=
Clinic Flushometer Valve w/ or w/out faucet	-	8	X	=
Kitchen Sink, domestic	1.5	1.5	X	=
Laundry Sink	1.5	1.5	X	=
Wash up Sink, each set of faucets	-	2	X	=
Shower, per head	2	2	X	=
Urinal, 1.0 GPF Flushometer Valve	3	4	X	=
Wash fountain, circular spray	-	4	X	=
Water Closet, 1.6 GPF Gravity Tank - Private/Public	2.5	2.5	X	=
Water Closet, 1.6 GPF Flushometer Valve - Public	-	5	X	=

Total Units: _____

Estimated Commercial Use (Gallons per Month): _____

Fire Sprinkler Requirements: 13D NFPA

_____ GPM Required = _____

(1" meter requirement if greater than 30 GPM)

Note: If any fixtures or water requirements are designated by GPM, IWA will convert all use to GPM for meter sizing.

Water Meter Clearance Application Fee

Description	Cost to Review Application
Review of Water Meter Clearance Application	\$86
Total: \$ _____	Payment Code: WMC

I affirm that the information given is correct. The approval given for minimum meter size and maximum water capacity of water pipe are based solely on the information and the building plans. Any deviation under construction will require resubmission of corrected data for determination of adequacy of water pipe and meter sizes.

Signature: _____ Date: _____

Please make check payable to "Indio Water Authority"

For IWA office use only:

Total Fixture Units for Water Capacity: _____	Total GPM for Meter Sizing: _____ (gpm)
Backflow Prevention Required? <input type="checkbox"/> Yes <input type="checkbox"/> No	Backflow Size: _____
Approved Meter Size: _____	Water Supply Line Size: _____
Approved By: _____	Date: _____
Date Paid: _____	Amount Paid: _____
Check No.: _____	Receipt No.: _____
Payment Processed By: _____	

Irrigation Water Meter Clearance Application

Applicant/Contact Person: _____ Phone #: _____

Project Name: _____ Email: _____

Project Address: _____

Tract No.: _____ Phase: _____ Lot No.(s): _____

Project Information:

Irrigation Water Meter Address: _____

Station No.	Flow (gpm)	Runtime (minutes per day)	Runtime (days per month)	Conversion Factor	CCF PER MONTH
1	_____	x _____	x _____	÷ 748	= _____
2	_____	x _____	x _____	÷ 748	= _____
3	_____	x _____	x _____	÷ 748	= _____
4	_____	x _____	x _____	÷ 748	= _____
5	_____	x _____	x _____	÷ 748	= _____
6	_____	x _____	x _____	÷ 748	= _____
7	_____	x _____	x _____	÷ 748	= _____
8	_____	x _____	x _____	÷ 748	= _____
9	_____	x _____	x _____	÷ 748	= _____
10	_____	x _____	x _____	÷ 748	= _____
11	_____	x _____	x _____	÷ 748	= _____
12	_____	x _____	x _____	÷ 748	= _____
Total Monthly Demand (CCF)					= _____
Total Annual Demand (CCF)					= _____

Water Meter Clearance Application Fee

Description	Cost to Review Application
Review of Water Meter Clearance Application	\$86
Total: \$ _____ Payment Code: WMC	

I affirm that the information given is correct. The approval given for minimum meter size and maximum water capacity of water pipe are based solely on the information and the building plans. Any deviation under construction will require resubmission of corrected data for determination of adequacy of water pipe and meter sizes.

Signature: _____ Date: _____

Please make check payable to "Indio Water Authority"

For IWA office use only:

Total Fixture Units for Water Capacity: _____	Total GPM for Meter Sizing: _____ (gpm)
Backflow Prevention Required? <input type="checkbox"/> Yes <input type="checkbox"/> No	Backflow Size: _____
Approved Meter Size: _____	Water Supply Line Size: _____
Approved By: _____	Date: _____
Date Paid: _____	Amount Paid: _____
Check No.: _____	Receipt No.: _____
Payment Processed By: _____	

Water Inspection Request

Applicant/Contact Person: _____ **Phone #:** _____
Applicant Address: _____
Email: _____
Project Name: _____
Project Address: _____
Tract No.: _____ **Phase:** _____ **Lot No.(s):** _____

Public Improvements Inspection Fee

Construction Estimate	Rate	Amount	Pymt Code
_____	x 3%	= _____	WI
Sub-Total: \$			_____

Note: Public Improvements Inspection fees for existing developments may be subjected to labor and materials cost upon discretion of IWA Engineering Manager. The hourly rate for inspectors will be \$90/hour.

Service Line Inspection Fee

Description	Cost/Inspection	Quantity	Amount	Pymt Code
Service Line Inspection*	\$186.00	x _____	= _____	WI
Sub-Total: \$			_____	

*Applies to service line installations done by private contractor that are not part of a larger public water system improvement job and water infrastructure abandonments.

Grand Total: _____

Signature: _____ Date: _____

Please make check payable to "Indio Water Authority"

For IWA office use only:

Received By: _____ Date: _____
 Approved By: _____ Date: _____
 Date Paid: _____ Amount Paid: _____ Receipt No.: _____
 Check No.: _____ Payment Processed By: _____

Water Development Impact Fee (DIF) and Supplemental Water Supply Fee (SWSF)

Applicant/Contact Person: _____ **Phone #:** _____

Email: _____

Project Name: _____

Project Address: _____

Tract No.: _____ **Phase:** _____ **Lot No.(s):** _____

Water Development Impact Fee (DIF)

Water Meter Size* (inches)	Impact Fee		Quantity	Amount	Pymt Code
3/4" x 1"	\$4,355	x	_____ =	_____	CE
1"	\$7,403	x	_____ =	_____	CE
1.5"	\$13,064	x	_____ =	_____	CE
2"	\$23,080	x	_____ =	_____	CE
3"	\$46,596	x	_____ =	_____	CE
4"	\$72,724	x	_____ =	_____	CE
6"	\$74,683	x	_____ =	_____	CE
8"	\$75,642	x	_____ =	_____	CE

DIF Total: \$ _____

*5/8" bypass meter for DCDA does not incur a Water Development Impact Fee.

Supplemental Water Supply Fee

Development Type	SWSF (\$ per acre)	Acres	Pymt Code
Commercial/Industrial	\$3,533	_____	SWS
Hotel/Motel	\$7,718	_____	SWS
Industrial	\$5,055	_____	SWS
Irrigation	\$8,370	_____	SWS
Multi-Family Residential	\$6,685	_____	SWS
Single Family Residential	\$12,120	_____	SWS
City Parks/Irrigation and Landscape Lighting Districts	\$7,392	_____	SWS
SWSF Total:		\$ _____	

Signature: _____ **Date:** _____

Please make checks payable to "Indio Water Authority"

For IWA office use only:

Received By: _____	Date: _____
Approved By: _____	Date: _____
Date Paid: _____	Amount Paid: _____
Check No.: _____	Receipt No.: _____
Payment Processed By: _____	

Water Meter Application

Applicant/Contact Person: _____ **Phone #:** _____

Email: _____

Project Name: _____

Project Address: _____ **Tract:** _____ **Phase:** _____

APN(s) _____ **Lot Size(s) Sq. Ft.** _____ **Lot No.(s):** _____

Meter/Service Information

Service Address of Meter Location*: _____

*If there is more than one (1) meter location, a list of City assigned meter location addresses corresponding to type of meter must be attached to this application. The list must also include APN, Lot size (Sq. Ft.), and Lot number. Individual meters are required for each unit/suite in a commercial building.

Service Type

- Single Occupancy: ___ Residential ___ Commercial
 Residential Multi Unit: No. of Units _____
 Motel/Hotel: No. of Units _____
 Recreational Vehicle Park: No. of Units _____
 Mobile Home Park: No. of Units _____
 Irrigation/Landscape
 City Account or LLD

Water Meter Fee

Size**	Type	Cost*	Quantity	Amount	Pymt Code
3/4 x 1"	Positive Displacement	\$326	x _____ =	\$ _____	WM
1"	Positive Displacement	\$360	x _____ =	\$ _____	WM
1 1/2"	Ultrasonic - Kamstrup	\$765	x _____ =	\$ _____	WM
2"	Compound (Tru/Flo)	\$2,291	x _____ =	\$ _____	WM
5/8"	Meter for Fire Service***: Size of Service: _____	\$315	x _____ =	\$ _____	WM
N/A	Antenna Replacement	\$21	x _____ =	\$ _____	WM
N/A	Register Replacement	\$192	x _____ =	\$ _____	WM
N/A	Meter Box (by owner)		x _____ =	\$ _____	WM

(for meters larger than 2", price to be determined upon date of purchase)
 Neptune pricing effective on 7/1/21 thru 6/30/22
 Kamstrup pricing effective on 12/28/20 thru 12/30/21

Meter Device Sub-Total: \$ _____

Note:

- *Meters not installed within 60 days of purchase may be subject to additional meter cost due to price increase.
- **Backflow assembly is required for 1" irrigation and commercial meter or larger.
- *** 5/8" bypass meter for fire service is required for 1.5" meter service and larger.

Water Meter Inspection Fee (New meter inspection is required for each new meter installation done by private contractor)

Description	Cost	Quantity	Amount	Pymt Code
New Meter Inspection (includes 3 site visits)	\$208	x _____ =	\$ _____	IN
Additional Meter on same lot, bypass Meter or Meter Box Inspection (1 visit)	\$69	x _____ =	\$ _____	IN

Inspection Sub-Total: \$ _____

GRAND TOTAL: \$ _____

Owner's representative hereby acknowledges by their signature that they are fully aware that they will request an inspection after meter boxes have been installed and service line inspection is completed and fully approved. Applicant must pick up meter(s), install meter(s) and request additional inspection to verify installation and turn on water service. All inspection/meter release request must include the tract number, lot number(s) and address where meter(s) have been installed. For instructions for inspections and meter release, see Meter Flow Chart, Form C-3 page 2 of 2.

Signature: _____ **Date:** _____
 Please make check payable to "Indio Water Authority"

For IWA office use only:

Received By: _____	Date: _____
Approved By: _____	Date: _____
Date Paid: _____ Amount Paid: _____	Receipt No.: _____
Check No.: _____	Payment Processed By: _____

NEW METER INSTALLATION PROCESS - RESIDENTIAL / COMMERCIAL

After fees have been paid, you will be emailed or mailed a receipt, a copy of the Water Meter Application (Form C-3), and a list of lots and addresses.

Step 1. First Inspection

Email or fax in a request for your First Inspection to **ATTN: 1st Inspection**. The inspector will inspect the Service Line, Angle Stop, and space allowance of Meter and Meter Box. See spec sheet for installation instructions.

Email iwainspections@indio.org
Fax No. (760) 391-6418

Please reference the tract, lot numbers and addresses. Include a return phone number to contact you if the inspection does not pass.

Step 2. Meter Pick-Up

After the **First Inspection** passes, you can request to pick up your meter(s) by email at:

Email iwainspections@indio.org
Fax No. (760)391-6418

one (1) business day prior to pick up. In the subject line, please add **ATTN: Meter Release Only**

Meter pick-up days Tuesday and Thursday between 10 AM and 11 AM.

Please reference the tract, lot numbers and addresses you need meters for and date you will pick up meters. Include a return phone number to contact you.

Step 3. After Meters with Backflow are Installed

A backflow is required for Commercial, Industrial, Residential Irrigation or property with a pre-existing well 1" or larger. After installing your meter and backflow, email to iwainspections@indio.org or fax in your request to (760) 391-6418 to schedule a **Meter/Backflow 2nd Inspection**. If the backflow passes inspection, water service will be turned on.

If the meter and backflow does not pass 2nd Inspection, a Backflow Specialist will contact you.

Step 4. After Meter is Installed

If your meter(s) does not require a backflow, email or fax in your request to **ATTN: 2nd Inspection**. If the meter installation passes inspection, water service will be turned on.

Email iwainspections@indio.org
Fax No. (760)391-6418

Please reference the tract, lot numbers and addresses. Include a return phone number to contact you if the inspection does not pass.

Step 5.

Final (3rd) Inspection "Certificate of Occupancy"

Email or fax request to **ATTN: 3rd Inspection** to schedule a Final Inspection, at which time the inspector will sign off on the "Certificate of Occupancy" form.

Email iwainspections@indio.org
Fax No. (760) 391-6418

Please reference the tract, lot numbers and addresses. Include a contact name and phone number so the Inspector can call you to schedule an appointment.

Regarding Turning on the meter: Please do not turn the meter on. The IWA Staff are the only person(s) authorized to turn the angle stop on at the meter after the 2nd inspection has passed. IWA reserves the right to charge an Unauthorized Tampering of Meter fee for each meter turned on by someone other than the IWA Staff. If meter is moved to another location after the meter has passed 2nd inspection, an additional charge will be added for Unauthorized Meter Relocation.

Customer Account # _____

New Water Account Request Application

Date of Application: _____

Service Address (if multiple lots, leave blank): _____

Primary Applicant: _____

Federal Tax ID#: _____ **Email:** _____

Driver's License #: _____ **D.O.B.:** _____ **SS#:** _____

Mailing Address: _____

Primary Phone: _____ Street **Ext.** _____ **City** _____ **Secondary Phone:** _____ State Zip **Ext.** _____

Secondary Applicant: _____ **Email:** _____

Driver's License #: _____ **D.O.B.:** _____ **SS#:** _____

Type of Service

Are you the: Property Owner Tenant Property Manager

Is this property: Single Residential Apartments Commercial

of Units _____ Commercial with Units _____

**Information and Instructions for Water Service Request on New Meter Installation
(AFTER 2ND METER INSPECTION HAS PASSED)**

1. Completely fill out Water Service Request FORM D-1 (page 1 of 2) - all fields required.
2. Read, sign and date Start Service Acknowledgement of Terms and Conditions FORM D-1 (page 2 of 2).
3. Provide a Federal Tax ID number for business if Applicant is under a business name.
4. Provide a clear copy of a valid (not expired) Drivers License or Government Issued ID for each Applicant (this does not apply if Applicant is using business name and providing W-9 with Federal Tax ID number).
5. If service is for multiple lots, include copy of Exhibit Address Listing. If you do not have this, include a list with tract, phase, service addresses and lot numbers and lot size (sf)for New Development Water Request.

Important Information

To abide by Identity Theft Laws, we must ask that you provide a copy of a valid Driver’s License or Government Issued ID for each Applicant, if you are the Applicant. If Applicant is a business, please provide Federal Tax ID number. Failure to provide proper identification will delay processing of your application and purchase of meters.

Please remember all faxed/emailed requests received by 5:00PM, Monday - Friday will take five (5) business days (excludes date the fax/email request was sent) to process your completed New Development Water Account Request.

Start Service Acknowledgement of Terms and Conditions

The Indio Water Authority will start water service and billing provided by the INDIO WATER AUTHORITY to undersigned customer(s) ("Customer") under the following conditions:

This acknowledgement and Water Service Request forms must be completed, signed and received by Customer by one VIA mail, fax, email, or in person, to the Indio Water Authority office prior to the activation of any service.

Customer acknowledges that water services are only for the premises stated in the Water Service Request Form.

Customer acknowledges that the Indio Water Authority owns, operates, and maintains only the portion of the water service line from the water main to the outlet end on the downstream side of the meter. Customer is responsible for the remaining portion of the service line to the customer service connection being served.

In compliance with Federal Trade Commission requirements, the "Identity Theft Red Flag Rule" mandates that Indio Water Authority requires the presentation of a valid form of identification from the person or persons who are establishing water account. Customer acknowledges this condition of compliance and must present government-issued identification to establish water service.

Customer acknowledges that the Indio Water Authority will provide a single service connection to the Property. If the Indio Water Authority disconnects water service to the Property for any reason, including, but not limited to, making repairs, waterline extensions, or failure to make payment when due, the Indio Water Authority may discontinue the service pursuant to the applicable provisions in the Indio City Code.

Customer acknowledges that if the Indio Water Authority discontinues water service to the Property, there will be no water service for the fire sprinkler system and that there will not be any fire sprinkler protection. Customer understands this risk and assumes all risk of loss and damage to the Property, including any structures or adjacent structures or injuries to persons arising out of termination or interruption of such water service by the Indio Water Authority, and waives all such claims against the Indio Water Authority.

Customer assumes all risk of loss or damage to personal and real Property due to backflow from the fire system portion of the customer service line into the domestic portion of the customer service line for any reason whatsoever, including without limitation, any water quality exceedances.

Customer shall hold harmless the Indio Water Authority from and against all actions, causes of action, damages, demands, liabilities, cost (including but not limited to reasonable attorney fees), claims, losses and expenses of every type and description cost to which it may be subject or put, by reason of, or resulting from:

(A) The design, construction, testing, operation maintenance, repairs and replacement of the fire sprinkler system located on the Property during the period set forth in this Agreement.

(B) Failure to perform any required maintenance on the fire sprinkler system and backflow assembly located on the Property during the establish period set forth on this application.

(C) Any death, injury, damage, accident, or casualty caused or claimed to be caused by the discontinuance of the water service to the Property for any reason, including, but not limited to, Customer's failure to make payment when due.

Customer acknowledges that the Indio Water Authority shall have no obligation or responsibility concerning the design, construction, testing, operations, maintenance, repair or replacement of the Customer's fire sprinkler system during the period set forth on this application.

Customer agrees to install a shut off valve between the house on the Property and the water service connection to meter. At Customer's expense, Customer will be responsible for any cost relating to materials and labor-related expense related to the installation of their own shut off valve. Customer further agrees to prohibit the tampering with the portion of the water service line from the water main to the outlet of the pipes, gate valve on the downstream side of the meter supply to the Property by anyone except employees of the Indio Water Authority.

Customer acknowledges that Customer is responsible for payment for the above services at the rate now or hereinafter established by resolution of ordinance, must abide by all rules pertaining hereto as set forth in the Indio City Code fixing water rates, and must abide by any regulations promulgated by the City of Indio or the Indio Water Authority. Customer promises to pay any bill accrued from the date of this application until Customer gives the Indio Water Authority written notification at least two working days prior to any termination of service. Customer further agrees that Customer is responsible for all water service between the time the Property is vacated and the time effective written notice is given to the Indio Water Authority.

Customer guarantees that all charges, fine and penalties, if any, and water bills for water used at the service number and address shown on the face hereof will be promptly paid in the time as provided by the ordinance or resolution of the City of Indio or the Indio Water Authority. Customer promises to pay any and all attorney and court cost that may be necessary to enforce the terms of this Agreement, including any action to collect any overdue payment.

I hereby authorize the Indio Water Authority to activate my water utility services based on the conditions set forth above.

I HAVE REVIEWED THIS AGREEMENT, FULLY UNDERSTAND ITS TERMS, AND AGREE TO BE BOUND BY ITS PROVISIONS.

Customer Signature

Date

Customer Signature

Date