City of Goodyear
Public Works Department
Meter Installation Request Form
Fax To: 623-882-7820
Main Phone: 623-932-3010

Please allow seven (7) **business days** after the permit and meter fees have been collected by Building Safety before faxing your meter installation request. This allows time for the New Account information to be entered into the Financial System and a Service Order to be generated. If a request is received prior to the seven (7) **business days** and a service order is not in the computer system, it will be necessary to resubmit a meter request once the seven (7) **business days** expire and a service order ***is*** in the system. **Please do not attempt to contact the Finance department**.

Once we have received a completed meter request by fax and have verified that a service order has been generated, Public Works will have an **additional** seven (7) **business days** to complete the meter installation. Meters will only be installed if all the requirements set forth in the Goodyear Meter Installation Brochure have been met.

If an attempt is made to install a meter, but due to circumstances beyond the City's control, the meter cannot be installed, a pink flag will be left on the lot and Public Works will make contact to explain the corrections that are needed. The customer must make any necessary repairs and contact Public Works at 623-932-3010 once the repairs have been made. When contact is received, Public Works will have seven (7) more **business days** to install the meter.

Builder Name: _____

Onsite Superintendent Name: _____

Tel. Number: _____

Fax Number: _____ **Email:** _____

Address (***ONE ADDRESS PER FORM):***

_____

Lot #: _____ Meter Size: _____

Permit#: _____ Date: _____

Permit Fee Paid_____
Date

ONE ADDRESS PER FORM

Revised 3/12/13