

BLOUNTVILLE UTILITY DISTRICT
PROCEDURE REQUIREMENTS FOR
NEW SERVICE TAPS

1. At the time of sign up for water service by the Customer, The Utility will require the Customer provide a Property Tax Card, Tax Map, or some form of ownership, to insure they are eligible for water services as provided in the Utility's Policy, Rules, and Regulations.
2. Once the Customer has met the eligibility requirements for water service, they will be required to pay all necessary fees, complete Water Service Contract and Cross-Connection Control Survey. This Survey will determine what requirements will be necessary for the Customer to comply with the Utility's Cross-Connection Policy. A violation of the Utility's Cross-Connection Policy includes having the Utility's water supply connection to an auxiliary water supply (well) or anything potentially harmful that could backflow into the Utility's water system. If this condition exists or will exist in the future, the Utility will require complete separation.
3. Once the Customer has completed all the necessary steps to sign up for water services the Utility will provide the Customer with a blue flag with their address on their property line in a location that is mutually agreeable to both the Customer and the Utility.
4. When the Utility installs the water tap on the Customer's property line, the water tap will be **locked out until a shut-off device just outside the meter box has been installed** on the Customers side of the water tap and an inspection performed by Utility personnel. To be in compliance with Blountville Utility District the customer **must install and maintain a shut-off device** just outside the meter box on the customer's side.

5. The customer shall be responsible for and bear the expense of installing and maintaining the above plumbing from the meter setter to the Customer's residence/business.
6. In addition to inspecting the required shut-off device, Utility personnel will inspect the Customers plumbing arrangements for any cross-connection problems/violations. This inspection will be based upon the Cross-Connection Control Survey completed previously by the Customer and Customer Type as noted in the Customer's Water Service Contract. Any cross-connection violation will require complete separation by the customer.
7. Once the shut-off device has been installed inspected and approved by Utility personnel, water service will be turned on to the Customer.
8. No trip charge fee will be charged for the initial turn on/inspection; however, a trip charge fee will be charged for any subsequent requests for turn on/off's in the future.
9. The Utility will begin charging the Customer for water service on the date the water meter is installed by the Utility.

The cut-off device inside the water meter box is the property of the Utility. Only Utility personnel are authorized to operate this cut-off, or anything located inside the meter box.