



Ringwood Water Department
Phone: 973-962-7037

APPLICATION FOR NEW CUSTOMER WATER HOOK-UP

Applicant's Name: _____

Property Address: _____

Block/Lot _____

Applicant's Phone: _____

Applicant's E-Mail: _____

Contractor's Name: _____

Contractor's Address: _____

Contractor's Phone: _____

Water Service Size Requested: _____ Is there an existing private well on the property?: _____

-----DO NOT WRITE BELOW THIS LINE-----

Water Availability Must Be Verified By Two People Before Application Can Proceed:

Date of Verification of Availability: _____ Director: _____

Date of Verification of Availability: _____ Engineer: _____

Reason for Non-Availability: _____

Street Excavation Permit is Required for New Customer Water Hook-Ups.

Street Excavation Permit Number: _____

Fee: \$3,000.00 Water Hookup (up to 1" meter included)
 \$ 150.00 Meter Setting Fee

Fee Paid: _____

Date Meter Installed: _____ Date Meter Read: _____

Water Account Activated: _____

CHECKLIST FOR NEW CUSTOMER WATER HOOK-UP

Submissions

1. Building Department Plumbing Permit _____
2. Health Department - Well Driller Contract Including Sealing of Existing Private Well _____
3. Ringwood Street Excavation Permit (If on Municipal Road) _____
4. Passaic County Permit (If on County Road) _____

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1. Water Size Tap Requested _____
 2. Water Department Availability _____
 3. Water Department Material Availability _____
 4. Water Department Sign off for Roadway Trench Completion _____
 5. Health Department Sign Off for Sealing of Well _____

Scheduled Date of Installation: _____

THE APPLICANT IS RESPONSIBLE TO PERFORM THE FOLLOWING:

1. COORDINATE ALL WORK WITH THE WATER DEPARTMENT.
2. COORDINATE TRAFFIC CONTROL WITH THE RINGWOOD POLICE DEPARTMENT.
3. NEATLY SAWCUT PAVEMENT.
4. EXCAVATE THE TRENCH AND EXPOSE THE WATER MAIN.
5. THE RINGWOOD WATER DEPARTMENT WILL TAP THE WATERMAIN, INSTALL COPPER PIPING FROM THE WATER MAIN TO THE CURB BOX, AND INSTALL THE CURB BOX.
6. THE APPLICANT WILL BACKFILL THE TRENCH AND COMPACT EVERY SIX INCHES USING AN APPROPRIATE TRENCH COMPACTER. THE EXISTING EXCAVATED MATERIAL CAN ONLY BE USED IF APPROVED BY THE WATER DEPARTMENT. OTHERWISE THE APPLICANT MUST SUPPLY AND INSTALL DGA THE ENTIRE DEPTH OF THE TRENCH.
7. THE APPLICANT SHALL CONSTRUCT THE ROADWAY CROSS SECTION USING 6" COMPACTED DGA, 4" ASPHALT BASE MATERIAL, AND 2" ASPHALT SURFACE COARSE MATERIAL.
8. THE RINGWOOD WATER DEPARTMENT WILL PROVIDE FULL TIME INSPECTION OF THE COMPACTION OF THE TRENCH MATERIAL AND THE CONSTRUCTION OF THE ROADWAY CROSS SECTION.