



Building Inspections and Permits
936-522-3610

CITY OF CONROE

Est. 1904

WATER AND SEWER TAP APPLICATION

Applicant and Project Information (please PRINT)

Name:		Phone:	Date:
Email:			
Billing Address:			
The 911 Assigned Address for the Tap Location is:			
<input type="checkbox"/> New Construction	<input type="checkbox"/> Existing Structure with New Taps Requested	<input type="checkbox"/> Existing Structure without Previous Service	
Type of Tap (Check all that apply)	Tap Size (Check all that apply)	Remarks (Qty., Type, Notes, Etc.)	
<input type="checkbox"/> Commercial	Water: <input type="checkbox"/> 3/4" <input type="checkbox"/> 1" <input type="checkbox"/> 2" <input type="checkbox"/> 4" <input type="checkbox"/> 6" <input type="checkbox"/> 8" Sewer: <input type="checkbox"/> 4" <input type="checkbox"/> 6" <input type="checkbox"/> 8"		
<input type="checkbox"/> Irrigation	Water: <input type="checkbox"/> 3/4" <input type="checkbox"/> 1" <input type="checkbox"/> 2" <input type="checkbox"/> 4" <input type="checkbox"/> 6" <input type="checkbox"/> 8"		
<input type="checkbox"/> Fire: <input type="checkbox"/> Line / <input type="checkbox"/> Hydrant	Water: (State Size)		
<input type="checkbox"/> Residential	Water: <input type="checkbox"/> 3/4" <input type="checkbox"/> 1" <input type="checkbox"/> 2" <input type="checkbox"/> 4" <input type="checkbox"/> 6" <input type="checkbox"/> 8" Sewer: <input type="checkbox"/> 4" <input type="checkbox"/> 6" <input type="checkbox"/> 8"		
<input type="checkbox"/> Other: (Please State)	Other: (Please State)		
<input type="checkbox"/> <u>CUSTOMER REQUESTS COST ESTIMATE ONLY</u>	<input type="checkbox"/> <u>PROPERTY/ADDRESS IN PLANNING AREA</u>	<input type="checkbox"/> <u>PROPERTY OUTSIDE CITY LIMITS REQUESTING OUT OF CITY SERVICE</u>	

Please read the following notes before signing this application:

- The tap fees must be paid, and you must activate an account with Utility Billing before a work order will be generated.
- Please allow a minimum of 10 working days to complete the work once the work order has been generated.
- These fees will be estimated to the best of our ability. Applicant shall be responsible for all actual charges.
- A SEPARATE PLUMBING, IRRIGATION OR FIRE SUPPRESSION PERMIT MUST BE OBTAINED BY A LICENSED CONTRACTOR.
- If a TXDOT Permit or Main Line Extension is required, please allow 6-8 weeks for processing.
- For New Developments, the Project Engineer of Record shall be responsible for obtaining any required TXDOT Permits.
- All commercial businesses must complete the "Non- Residential Sewer Service Application" in conjunction with this application.
- CITY APPROVED UTILITY SITE PLAN REQUIRED FOR COMMERCIAL PROJECTS.
- *REMINDER: PLEASE CHECK ESTIMATE ONLY: NO REFUNDS GIVEN.

➤ I HAVE READ AND UNDERSTAND THESE TERMS: _____
Applicant's Signature

****For further information or questions regarding:
Cost, Sizing, Fees, Date of Install, Utility Site Plans, R.O.W.'s, Easements, Taps,
Tap Construction, Manholes, Sample Wells, Utility Line Location, or Billing,
Please contact Public Works, (936)522-3885.****

Note: Taps will NOT be constructed until an account has been activated with Utility Billing, (936)522-3170.

Application must be submitted to the Permit Department: (P.) 936-522-3610 | (F.) 936-522-3126 | permits@cityofconroe.org

700 Metcalf Street Conroe, Texas 77301

Office Use Only

Water Main Size:					Sewer Main Size:		
Description	Tap Size	Meter Size	✓ w/ out Meter	Price	Description	Tap Size	Price
Tap				\$	Tap		\$
Tap				\$	Tap		\$
Tap				\$	Tap		\$
Meter Only				\$	Extension		\$
Extension				\$	Manhole		\$
Locate (FIND)					Locate (FIND)		
Relocate (MOVE)				\$	Relocate (MOVE)		\$
Other				\$	Other		\$
Other					Other		
Total water tap Estimated charge:			\$		Total sewer tap Estimated charge:		\$

Total water and sewer estimated charges: \$_____.
<input type="checkbox"/> TXDOT Permit Required <input type="checkbox"/> Engineered design required

IF TXDOT PERMIT OR ENGINEERED DESIGN IS REQUIRED, PLEASE FORWARD A COPY OF THIS APPLICATION AND A WORKORDER TO ENGINEERING

Additional Notes:

Prepared By: _____ Date: _____ Approved By: _____ Date: _____