



UTILITIES BUSINESS OFFICE

REQUEST TO TURN ON WATER SERVICE

DATE _____

ACCOUNT NUMBER _____ - _____ . _____

SERVICE ADDRESS _____

WORK ORDER DATE _____

_____ **TURN ON or LEAVE WATER ON**

Between December 1st and April 1st , permanent heat must be on before we can turn on water service. If the heat is not on at the time of the scheduled appointment or if the appointment is not kept by the customer, customer must reschedule the work order for the next available date, which may be up to two weeks later.

_____ **OWNER ASSUMES RESPONSIBILITY OF WATER TURN ON**

The owner assumes responsibility for any damages that may occur resulting in the water service being turned on without anyone being present nor providing the City of Akron access to the meter and shut off valve at the property when service is turned on. The owner may also be required to provide a meter reading within 72 hours of service turn on. If the turn on occurs between December 1st and April 1st, the owner assumes responsibility that permanent heat is on. If there is no heat at the property, the owner will be held liable for any damages to the meter, register or ERT for failure to provide adequate heat in addition to a labor charge to change out the parts. These charges will be debited based on meter size at the current pricing schedule in place at the time of replacement. (For example, the cost to replace a 5/8" meter, register and ERT is approximately \$300.00)

REQUIRED

OWNER SIGNATURE _____

PRINT NAME OR TITLE _____

OWNER ADDRESS _____

PHONE NUMBER _____

Submit **fully completed** form via:

Scan and e-mail to UBO@AkronOhio.gov or

Fax to **(330) 375-2308** or

Mail to: **City of Akron Utilities Business Office**
1180 S Main St, Suite 110
Akron, OH 44301-1253