



District use only: APP# _____

METER DOWNSIZE REQUEST

Date: _____ Account No. _____
 Name: _____ Phone No.: _____
 (Please Print)
 Service Address: _____
 Billing Address: _____

Complete Downsize Meter Information (one request per meter):

From: Capacity Class:	Ref. Size:	To: Capacity Class:	Ref. Size:	Accessor's Parcel Number:

Capacity Classes=Ref. Sizes: A = 5/8", B=3/4", C=1", D=1.5", E=2", F=3"

Indicate the reason for downsizing the existing water meter(s) Please circle one:

- a. Not using as much water
- b. Agricultural Operations suspended
- c. Other (Describe)

The District will review the water usage history to determine if a smaller meter is capable of meeting the water usage demands and meet Capacity Class requirements. Please note - If you downsize to smaller than a 1-inch meter, you **may** not meet fire flow requirements. In addition, services within high- or low-pressure areas will be required to sign and record a Notice of High or Low Water Pressure Condition.

If needed, the customer agrees to install a pressure regulator on their side of the meter and agrees to install at his/her cost a booster system to be owned, operated and maintained by the Owner/Agent, his/her successors and assigns.

When approval is granted by the District Engineer for the meter capacity class downsize, the owner will be required to sign/notarize a *Meter Downsize Agreement*.

BY SIGNING BELOW, THE APPLICANT DECLARES UNDER PENALTY OF PERJURY AS FOLLOWS:

1. I have the following legal authority to request meter downsizing as set forth above:
 - I am the legal owner of the parcel(s) subject to this request and have attached proof of ownership.
 - I am an authorized agent of the owner of the parcel(s) subject to this request and have attached proof of such authorization hereto.
2. I will immediately notify the Finance Manager of the District if any of the following occur at any point prior to completion of the meter downsizing: (a) I cease to have authority to request meter downsizing; (b) there is a change in ownership of the parcel(s) subject to this request; or (c) there is a change in control of water service under Chapter 8.04 of the Administrative Code.

3. I acknowledge that this request is subject to and approval is conditioned on compliance with District ordinances, rules and regulations, and the District's Administrative Code, including those provisions governing the size, number and location of service connections, governing who may request a connection and governing the terms of transfer.
4. I acknowledge that, if in the future a larger water meter is required due to higher water usage, I will be required to pay all-past District Operations and Maintenance fees starting from the effective date of the Meter Downsize Agreement through the effective date of the signing of the Meter Upsize Memorandum of Understanding.
5. I acknowledge that in the event the District determines that downsizing is not appropriate, I am responsible for bringing the account current by paying all unpaid fees assigned to the account and hereby agree to make any such payments.
6. I acknowledge that to the extent downsizing results in unused capacity, the District's obligation to recognize such unused capacity, if any, is subject to change and that I may not have a right to such unused capacity in the future. Chapter 8.11 of the Administrative Code.
7. In the event the District incurs any costs or suffers any damage as a result of any misrepresentation, any failure to notify the District of a change in authority to request meter downsizing, a change in ownership of the parcel(s) subject to this request, or a change in control of water service under Chapter 8.04 of the Administrative Code, or in the event this request is determined to be improper for any reason, I understand and agree that I will be solely responsible for, and will defend and indemnify the District from any such costs and damages, including but not limited to the District's reasonable attorney's fees.
8. I acknowledge that the District has the right to refuse or to discontinue water service at any time to protect the District from any fraud or for noncompliance with or violation of any ordinance or rule or regulation of the District arising from this request.

OWNER / AUTHORIZED AGENT:

Name: _____ Date: _____
Please Print

Signature: _____

FINANCE DEPARTMENT ONLY:

Approved: Yes No

Comments: _____

_____ Date

_____ District Services Representative