



### **Subsequent Customer Water Service Connection Checklist**

- ☐ All sign up fees are to be paid in full and the Water Service Information and Agreement application completed and approved before proceeding with the service installation.
- ☐ The customer is responsible for acquiring all easement, permits, or any other incidental items required to complete the service line installation. This should be completed before signing up for water service.
- ☐ Customers requesting service will be subject to a hydraulic review which provides specific installation instructions. It is the customer's responsibility to make sure their installer is provided with this information and that the installation is completed correctly outlined in the hydraulic review. This includes installation of the remote meter readout which is placed on the outside of the house, or on a 4"X4" post next to the meter pit. Any significant changes in installation will require a new hydraulic review at the customer's expense.
- ☐ Installers must be approved by the Southwest Water Authority (SWA). The Subsequent Customer Installer Approval form must be completed by the customer and provided to SWA before materials can be picked up or work can begin. SWA requires a 72 hour notice prior to picking up the materials.
- ☐ The wet tap may be completed by the installer or by SWA staff. The customer will be advised of the fee for this service. If you need SWA staff to perform the wet tap, please call our office 72 hours in advance to schedule.
- ☐ The service line must be pressure tested and disinfected in accordance with SWA specifications. Service lines exceeding 500 feet require a bacteriological test. The test kit may be obtained from the local district health unit or the State Health Department.
- ☐ ND State Plumbing Code requires installation of a thermal expansion tank which prevents the expansion of water from a water heater to the building water service.
- ☐ Water service can only be turned on by SWA staff. Please call the SWA office 72 hours in advance to schedule a time for the water to be turned on. The customer must provide the completed Verification of Rural Water Service Connection form signed by the installer and/or inspector before water will be turned on.
- ☐ Installation of the water service will be done in such a manner as to prevent system contamination through cross-connection and all connections from other water sources will be disconnected. Installation of bottom fill type livestock waterers or other devices that may allow back siphoning are considered cross-connections, and will require a dual test type backflow meter.