



**General Water Meter Application Procedure**

- To apply for a new water meter, complete and submit a Water Meter Application Form to Rocky View County via [watermeter@rockyview.ca](mailto:watermeter@rockyview.ca).
- Your building must reach Heat On/Lock Up stage before meter pick-up. Please contact Rocky View County via [watermeter@rockyview.ca](mailto:watermeter@rockyview.ca) to arrange pick-up of your meter once this stage is reached. Please provide more than 12 hours’ notice before anticipated pick-up of your water meter.
- Following the submission of a Water Meter Application Form, the County will provide pricing for meters and installation or inspection at utility cost.
- Payment information will be provided upon submission of the Water Meter Application Form.

**When do you submit a Water Meter Application Form?**

Submit a Water Meter Application Form upon the commencement of construction.

\*Sewer Connection Fees & Water Connection Fees must be paid prior to water meter install and access to county water.

\*Water Meter Fees must be paid prior to install.

**When do you request and install a water meter?** Meters are to be installed upon Heat On/Lock Up, wherein walls, windows and doors are in place so the structure can be heated and secured.

A Water Meter Application Form must be completed and submitted prior to picking up a water meter.

*Please fill out the following information and email to Rocky View County Utilities*

Email: [watermeter@rockyview.ca](mailto:watermeter@rockyview.ca) Office: (403) 230-1401

Applicant Name: \_\_\_\_\_

Service Address: \_\_\_\_\_

Phone: \_\_\_\_\_

*Primary Phone Number*

*Secondary Phone Number*

Size of Meter: \_\_\_\_\_ inches  
 (For questions regarding meter size, please request assistance when submitting this Water Meter Application Form via phone or email)

Anticipated Date on which meter is to be picked up/delivered: \_\_\_\_\_



Have you paid the required connection fees? Y \_\_\_\_ N \_\_\_\_

Commercial/Business \_\_\_\_ OR Residential \_\_\_\_

***Builder Information (if applicable):***

Name of Builder and Contact Person: \_\_\_\_\_

Business Address: \_\_\_\_\_

Billing Address (if different than business address): \_\_\_\_\_

Builder Phone Number(s): \_\_\_\_\_

Builder email(s): \_\_\_\_\_

**Resident information:**

Name of Contact Person: \_\_\_\_\_

Name(s) of Customers: \_\_\_\_\_

Customer Mailing Address:

Customer Phone Number(s): \_\_\_\_\_

Customers Email(s): \_\_\_\_\_

Signature(s) of Owner/Builder \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature(s) of Owner/Builder \_\_\_\_\_

Print Name: \_\_\_\_\_

**For Rocky View County to Fill out only:**

Roll Number:

Account Number:

Work Request Required? Y \_\_\_\_ N \_\_\_\_