



**VALLEY COUNTY WATER DISTRICT**

14521 Ramona Boulevard, Baldwin Park, Ca 91706

Phone (626) 338-7301 · Fax (626) 814-2973 · www.vcwd.org

**APPLICATION FOR NEW UTILITY SERVICE INSTALLATION**

**1. APPLICANT INFORMATION**

Name or Business Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Estimate:      Mail      Email      Both

**2. NEW UTILITY SERVICE INFORMATION - CONSTRUCTION ESTIMATE**

Type of Service:                      Residential                      Commercial                      Fire Protection

Type of Construction:              New Install                      Upgrade                      Inspection

Number of Meters: \_\_\_\_\_ Size of Meters: \_\_\_\_\_

Project Location: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**3. NEW UTILITY SERVICE INSTALLATION - CONSTRUCTION ESTIMATE PROCESSING**

Utility Service Application Fee:          \$65.00          [Transaction Code 56.0]                      Total Fees:          \$    65.00    

TOTAL FEES MUST BE PAID BEFORE SERVICES ARE RENDERED. PLEASE ALLOW 7 - 10 BUSINESS DAYS FOR CONSTRUCTION ESTIMATE.

Received By: \_\_\_\_\_ Date: \_\_\_\_\_

**4. NEW UTILITY SERVICE INSTALLATION - FEES AND DEPOSITS**

Construction Account Number: \_\_\_\_\_

Utility Service Application Fee: \_\_\_\_\_ @ \$65.00 / meter = \_\_\_\_\_ [Transaction Code 12.0]

New Service Installation Deposit: \_\_\_\_\_ [Transaction Code 11.7]

Water System Access Fee: \_\_\_\_\_ [Transaction Code 24.0]

Total Estimate for Construction Services: \_\_\_\_\_

Received By: \_\_\_\_\_ Date: \_\_\_\_\_



## NEW UTILITY SERVICE INSTALLATION APPLICATION INFORMATION

- **Requirements for Requesting New Utility Service Installation**

1. Complete the Application for New Utility Service Installation
2. Pay the required \$65.00 non-refundable Utility Service Application Fee

Upon applying for a new utility service installation and paying the required Utility Service Application Fee, Valley County Water District will prepare an estimate for construction services, which will include the required Utility Service Application Fees, New Utility Service Installation Deposits, and Water System Access Fees. All information will be provided to the applicant for review. If the applicant chooses to proceed with the new utility service installation, the total estimate for construction services will need to be paid prior to construction services being rendered.

- **Completing the Application for New Utility Service Installation**

1. **Applicant Information** – This is the general contact information of the person or business requesting the new utility service installation and the person or business responsible for paying all required fees and deposits.
2. **New Utility Service Information – Construction Estimate**
  - **Type of Service** – Based on the type of development being constructed at the Project Location, the services will either be classified as residential or commercial. Some commercial developments, depending on size and overall construction, may require the installation of a Fire Protection utility service.
  - **Type of Construction** – Valley County Water District provides three types of construction services, including new utility service installations, existing utility service size upgrades, and new utility service installation inspections. Inspection services are required if the applicant is requesting to have a third-party contractor complete the new utility service installation. Valley County Water District maintains an approved list of third-party contractors who are authorized to work on Valley County Water District facilities for the purpose of completing new utility service installations.

**Robert Brkich Construction Corporation**  
1508 S. Mayflower Ave.  
Monrovia, Ca 91016  
(626) 305-7426

**E&R Construction**  
5141 Calmview Ave.  
Baldwin Park, CA 91706  
(626) 338-8405

**Perry C. Thomas Engineering Contractors**  
240 W. Duarte Rd.  
Monrovia, CA 91016  
(626) 303-4483

**Valverde Construction, Inc.**  
10936 Shoemaker Ave.  
Santa Fe Springs, CA 90670  
(562) 906-1826

**TE Roberts, Inc.**  
306 West Katella Ave.  
Unit B  
Orange, CA 92867  
(714) 669-0072

- **Number of Meters** – This is the total number of new utility service installations required for the development.
- **Size of Meters** – Valley County Water District maintains the following utility service meter sizes:

**Residential Utility Services:**         $\frac{3}{4}$ " , 1" , 1  $\frac{1}{2}$ " , 2"

**Commercial Utility Services:**        $\frac{3}{4}$ " , 1" , 1  $\frac{1}{2}$ " , 2" , 3" , 4" , 6" , 8"

**Fire Protection Utility Services:**    4" , 6" , 8" , 10"

- **Project Location** – This is the location where the new utility services will be installed.

- **New Utility Service Installation Fees**

1. **Utility Service Application Fee** – **\$65.00** non-refundable fee charged for requesting a construction estimate for a new utility service installation
2. **New Utility Service Installation Deposit** – Refundable amount deposited against the actual cost of construction until the completion of the requested new utility service installation; deposits will be refunded as a credit to the account and applied against actual construction services rendered; deposits applied in excess of construction services rendered will be refunded in the form of a check payable to the applicant listed on the Application for New Utility Service Installation; amounts due in excess of the deposit will be mailed to the applicant listed on the Application for New Utility Service Installation for payment
3. **Water System Access Fee** – Non-refundable fee for requesting new utility service installation; amount is based on the requested meter size for installation