



CITY OF LA CROSSE WATER UTILITY

400 LA CROSSE ST
LA CROSSE WI 54601-3396
Phone: (608) 789-7536

Fire Hydrant Use Application & Agreement

**** MUST BE SUBMITTED 1 BUSINESS DAY BEFORE METER REQUEST DATE****

Terms and Conditions for Fire Hydrant use in combination with a Hydrant Meter-Backflow Assembly

It shall be the policy of the La Crosse Water Utility that no private individual or business may connect to and take water from a public fire hydrant without Water Utility authorization in the form of a signed Fire Hydrant Use Agreement, and without an approved hydrant meter-cross connection control assembly in-place at all times during hydrant use.

Applicant Name: _____ Application Date: _____

Billing Address _____ Business Phone: _____

Business Email: _____

Meter Size Requested: _____ Contact Name: _____

3/4" 3"

Contact Phone: _____

Water use & Purpose: _____ Requested Date To Install Meter: _____

Requested Duration of Use in days: _____
**Must be returned by November 1st*

Hydrant Location:
Street Name: _____

Intersection/Other Identifiers: _____

Closest Address: _____

The Fire Hydrant Use Agreement ("Agreement") is hereby granted by the La Crosse Water Utility ("Utility") to ("Applicant"), under and pursuant to the CITY OF LA CROSSE HYDRANT USE POLICY and the following terms, conditions and provisions.

1. The CITY OF LA CROSSE HYDRANT USE POLICY ("Policy") has been provided to and reviewed by the applicant.
2. The Hydrant Meter-Cross Connection Control Assembly ("Assembly") is the property of the Utility and may not be assigned or subleased by Applicant, nor shall the Applicant allow the use of the Assembly by any other party. Applicant shall utilize the Assembly only within the boundaries of the City of La Crosse.
3. Handling Fee will be charged which covers the first 30-day period of use of the Assembly by the Applicant. After the initial 30-days, additional charges will be pro-rated based on meter size, per the Utility's schedule of Quarterly Fixed Service Charges. Beginning and ending water meter readings are taken at the time of Assembly installation and removal, respectively. Water usage for billing is determined by subtracting the beginning reading from the ending reading. Rates are available in the La Crosse Utilities Office.
4. Applicant shall provide a minimum of one working days' advance notice when requesting a hydrant Assembly and provide billing information, as required by the Utility.
5. Damage to the Assembly or the Fire Hydrant is the Applicant's responsibility. Applicant will be billed the full cost to repair and/or replace damaged Assemblies or hydrants. Costs shall include but not be limited to: labor; lost, broken or stolen fittings; valves; all or part of the Assembly (meter and backflow system); hoses; wrenches; cast parts/pieces; and other required components & materials.

6. Utility personnel will initially install the Assembly to assure proper installation at the hydrant. Once installed the Utility will open the hydrant such that water is provided to the Assembly and controllable using the valve on the Assembly. **With proper training by the Utility**, the Applicant may operate hydrant and remove, re-install or move the Assembly. **No hydrant may be used without the Assembly in-place.**
7. **Applicant is responsible and agrees to return the Assembly or contact the Utility for removal of large Assemblies by November 1st of each year.** Charges will continue, and Applicant remains responsible, until the Assembly is retrieved.
8. The Utility reserves the right to remove an Assembly under emergency conditions, under conditions where testing or calibration of the Assembly is required, or due to misuse by the Applicant.
9. With an Assembly in-place, Applicant may not use or attach to other connections on the hydrant, which must remain accessible for fire protection.
10. Applicant agrees to follow hydrant operating instructions (provided by Utility) and shut-off hydrant when not in use.
11. **Penalties:** Operation of any Utility-owned hydrant by any person without Water Utility authorization shall be a violation of Sec. 46-24 of La Crosse Municipal Code. This is a Class C offense and subject to penalty as provided in Sec. 1-7 of La Crosse Municipal Code.

**WINTER FIRE HDYRANT USE OPTION (IF APPLICABLE)
FROM NOVEMBER 1 TO MARCH 31**

(Initial below only if the Hydrant Meter will be in use between the dates noted above)

Applicants requesting an exception to the Use Policy, and is permitted to use a fire hydrant and Assembly during winter months, must insulate, winterize or protect the hydrant and Assembly as required to prevent freezing and damage to the Utility's property. Applicant is responsible and will be billed for full repair or replacement costs for damage to the hydrant and/or Assembly caused by freezing.

(Initial)

I hereby certify that I have read, understand and agree to all terms, conditions and provisions of this Fire Hydrant Use Agreement.

Signature of Applicant

Date

Legibly Print Name & Title

Company or Business Name

Business Phone

FOR LA CROSSE WATER UTILITY USE ONLY:

IS HYDRANT SELF DRAINING? YES___ NO___

METER SERIAL # _____ BACKFLOW DEVICE SERIAL # _____

DATE INSTALLED _____ BY: _____ BEG READ: _____

DATE REMOVED _____ BY: _____ END READ: _____

TOTAL USAGE: _____ CCF HANDLING FEE: _____ OTHER CHARGES: _____

TOTAL BILLED: _____ INVOICE # _____ INVOICE DATE: _____