

**HYDRANT METER RENTAL APPLICATION**  
**Utilities Department ♦ P.O. Box 708 ♦ Lawrence, Kansas 66044**  
**785/832-7800 ♦ FAX 785/832-7806 ♦ [utilitiesdept@lawrenceks.org](mailto:utilitiesdept@lawrenceks.org)**

Please fill out information below:

<b>Customer Name:</b>	<b>Date:</b>
<b>Mailing Address:</b>	<b>City, State, Zip:</b>
<b>Telephone number:</b>	<b>Email:</b>
<b>Customer Contact:</b>	<b>FAX:</b>

**Location of Use:** \_\_\_\_\_

**Purpose of Use:** \_\_\_\_\_

**Duration of Use:** \_\_\_\_\_

**City Project?** \_\_\_\_\_ No, project is for \_\_\_\_\_

\_\_\_\_\_ Yes, project is \_\_\_\_\_

HYDRANT METER NEEDED			DEPOSIT/METER
<b>SIZE</b>	<b>5/8-inch</b>	<b>3-inch</b>	<b>5/8" = \$200/meter</b>
<b>QUANTITY</b>			<b>3" = \$600/meter</b>

By making application, Customer agrees to comply with all rental conditions (attached) and other requirements of the City of Lawrence, Kansas.

\_\_\_\_\_  
**Customer Signature**

\_\_\_\_\_  
**Customer Printed Name**

\_\_\_\_\_  
**Date**

Send Hydrant Meter Rental agreement to me by \_\_\_\_\_ Email \_\_\_\_\_ FAX \_\_\_\_\_ 1<sup>st</sup> Class Mail

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- Deposits payments are not accepted on applications.
- A Hydrant Meter Rental agreement will be sent to you for signature and deposit payment upon:
  - Approval of your Rental Application, and
  - Identification of an appropriate meter for your rental use.

## HYDRANT METER RENTAL CONDITIONS

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### Hydrant meters rentals are subject to the following conditions:

1. Hydrant meters are rented for limited purposes where access to large quantities of water is needed for a City project, for drilling/boring, or for general construction site water needs. Prohibited uses include irrigation, filling swimming pools and human consumption. Changes to meter usage require advance written approval by authorized Utilities staff.
2. Deposit must be paid in full prior to rental. Deposit applies to hydrant meter and any other equipment provided to CUSTOMER as part of rental such as backflow devices.
3. CUSTOMER sends deposit and signed Rental Agreement to *City of Lawrence, Attn: Finance, P.O. Box 708, Lawrence, Kansas 66044*, payable to "City of Lawrence." Finance/Utility Billing also has a service window in City Hall, 2<sup>nd</sup> floor, 6 East 6<sup>th</sup> Street, Lawrence KS. Finance will verify payment on the Application to serve as CUSTOMER receipt.
4. Hydrant meters are picked up/returned via appointment by calling Utilities at 785/832-7821 at least one (1) day in advance of desired pick-up date. CUSTOMER must provide receipt of payment.
5. CUSTOMER must provide hydrant meter readings every 30 calendar days for billing purposes. CUSTOMER is charged a \$15.00/day late fee for each calendar day after the due date. After 5 calendar days the meter is considered missing property, the deposit is subject to forfeiture and property loss may be reported to Lawrence Police Department.
6. CUSTOMER pays all monthly billings for water usage and other applicable charges in effect during rental period unless the rental is for a City project.
7. Rentals with zero usage readings over two or more succeeding months are subject to recall. All hydrant meters with approved rental periods exceeding 12 months must be returned annually for inspection and verification of ongoing project need.
8. CUSTOMER bears all risk of loss or damage and is responsible for all replacement/repair costs. Such costs may be charged against the deposit and/or billed to CUSTOMER as needed.
9. CUSTOMER must identify the location of use.
10. Hydrant meter must be removed from hydrant by CUSTOMER at the end of each working day and kept in a secure place. Hydrant meter must not be left unattended at any time.
11. Assignment or sublease of hydrant meter is prohibited.
12. Utilities may take possession of rented equipment at any time to meet system needs.
13. Violation of any rental condition is grounds for termination of the rental, immediate recall of the meter and/or retention of remaining deposit funds as liquidated damages. CUSTOMER is responsible for all outstanding charges.