



Three Inch Hydrant Meter Rental Agreement  
380 S. Baltimore | Kansas City, KS 66102 | 913-573-9600

Applicants Name: \_\_\_\_\_ Date Issued: \_\_\_\_\_  
Name of Company or Organization: \_\_\_\_\_  
Billing Address: \_\_\_\_\_  
Federal Tax ID or Social Security #: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
City or Town: \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Telephone(\_\_\_\_) \_\_\_\_\_  
Fax(\_\_\_\_) \_\_\_\_\_ Account Number: \_\_\_\_\_  
Proposed Use of Hydrant Meter Assembly: \_\_\_\_\_  
Location of Hydrant Meter Assembly: \_\_\_\_\_  
Meter Number: \_\_\_\_\_ Meter Type: \_\_\_\_\_  
Meter Size: \_\_\_\_\_ Start Read: \_\_\_\_\_

Charges and Fees:

Deposit: \$975.00 (check only payable to Board of Public Utilities)

Your deposit will be cashed the remainder will be reimbursed upon return of meter and final read is attained.

Daily rental fee: \$1.50

Current charges and water rates apply. To view charges please visit [www.bpu.com](http://www.bpu.com) > for home > rates > rate application manual > section III > water rates.

Rental agreement rules and regulations:

1. The Hydrant meter is allowed to be moved within the BPU service area. (Map provided) Map shall be kept with the meter at all times.
2. Meter reads must be called in by the fifth of every month. Reads may be called in to 913-573-9600. Leave company name, call back number, and register read (include all numbers left to right including fixed zeroes). Alternatively, you can email or text name of company and picture of register read to [hydrantread@bpu.com](mailto:hydrantread@bpu.com).



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3. A \$200.00 penalty will apply to the customer's account if reads are not called in by the fifth of each month.
4. Meters are issued for a maximum of 12 months. At the end of the 12-month period, the meter must be returned and a new meter will be issued. A notice will be sent 1-month prior to exchange date.
5. If meter is lost, or stolen it will result in loss of deposit.
6. Customers who return meter assemblies that are damaged will be charged cost of the repair or a minimum repair charge of \$80 whichever is greater. Damaged condition shall mean any wear or deterioration, beyond the wear to be expected from normal use and operation of the assembly as determined by BPU.
7. The rental will take place at the Muncie Water facility, 380 S Baltimore, Kansas City, KS, where an inspection of the container to be filled and or vehicle carrying the container can be inspected to see if a proper air gap can be maintained while filling the container to prevent a possible cross connection. If the proper air gap cannot be obtained the customer will be responsible to provide an AWWA (American Water Works Association) approved RPZ backflow device.
8. Fire Hydrant operating instructions will be given or demonstrated to the customer at the time of rental. A Fire Hydrant Key will be provided at the time of the rental and is required to be returned when the Hydrant meter is returned. There will be a charge of \$30 if key is not returned.
9. *Fire Hydrant Key provided*: circle yes / no Initial \_\_\_\_\_
10. Please report Fire Hydrants found broken or damaged to 913-573-9680.
11. Photographs of the Fire Hydrants prohibited to operate will be provided at time of rental.
12. Customers who have a past due balance will not be issued new meters until their account is made current. In addition, all Fire hydrant meter rental agreements issued will be revoked and the meter will be confiscated.
13. The BPU shall have the authority to refuse service to customers who are found to be chronic violators of the Hydrant Meter Rental Agreement. Violations include; failure to report meter readings, non-compliance of annual meter exchange and making



inconsistent monthly invoice payments.

14. The approved rental agreement or a legible photocopy of the agreement must be kept with the meter at all times. If the rental agreement is not available at the time of inspection, the meter may be subjected to confiscation.
15. Theft of service will result in a \$1000 fine as defined by BPU policy.
16. I have read the above Fire Hydrant Meter Rental Agreement and agree to comply with all rules and regulations within. I also understand that I will be responsible for all applicable charges to my account.

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