



# Department of Watershed Management

Charles L. Lambert

Interim Director

## RENTAL OF FIRE HYDRANT METERS

Interim Chief Executive Officer  
Lee May

Board of Commissioners  
District 1  
Nancy Jester

District 2  
Jeff Rader

District 3  
Lary Johnson

District 4  
Sharon Barnes Sutton

District 5

District 6  
Kathie Gannon

District 7  
Stan Watson

This permit is issued to assist work done in a Public Service and it is not to be used for purposes other than shown below.

DATE: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

BUSINESS TEL: No. \_\_\_\_\_ ALT. No. \_\_\_\_\_

LOCATION/USE \_\_\_\_\_  
(This Meter should only be used in DeKalb County)

ESTIMATE TIME OF USE \_\_\_\_\_

CHECK No. /Amt. \_\_\_\_\_ CASH \_\_\_\_\_

METER NUMBER \_\_\_\_\_

NUMBER OF KEYS \_\_\_\_\_

CHECK OUT READING \_\_\_\_\_ 00

CHECK IN READING \_\_\_\_\_ 00

NOTE: WATER USAGE NOT PREVIOUSLY BILLED WILL BE DEDUCTED FROM THE DEPOSIT,  
THE ONLY FORM OF PAYMENT THAT WE ACCEPT IS BY CHECK OR CASH.

PLEASE NOTE: A deposit of \$600.00 per Meter is required at the time of rental. The customer should also be aware that he/she will be charged a usage fee of \$2.25 per 1000 gallons of water, as well as being billed a monthly surcharge of \$28.00. Please return the Meter to the Department of Watershed Management. If there is a problem attaching your hose or fitting to the meter please return to or call our office for assistance. **DO NOT** under any circumstance take water from a hydrant without the use of this meter. This is illegal and the customer will be charged for all water and sewer fees that apply as well as possible prosecution (County Water Ordinance Sec 25-50.8). Customers on a master meter must have prior permission from Watershed Management to remove Sanitary Sewer charges from their account and shall pay all sewer charges if a hydrant meter is not used.

A charge of \$40.00 will be deducted for UN-Returned KEY(S).

DEPOSIT LEFT BY: \_\_\_\_\_  
(Signature) (Print)

DEPOSIT RECEIVED BY: \_\_\_\_\_



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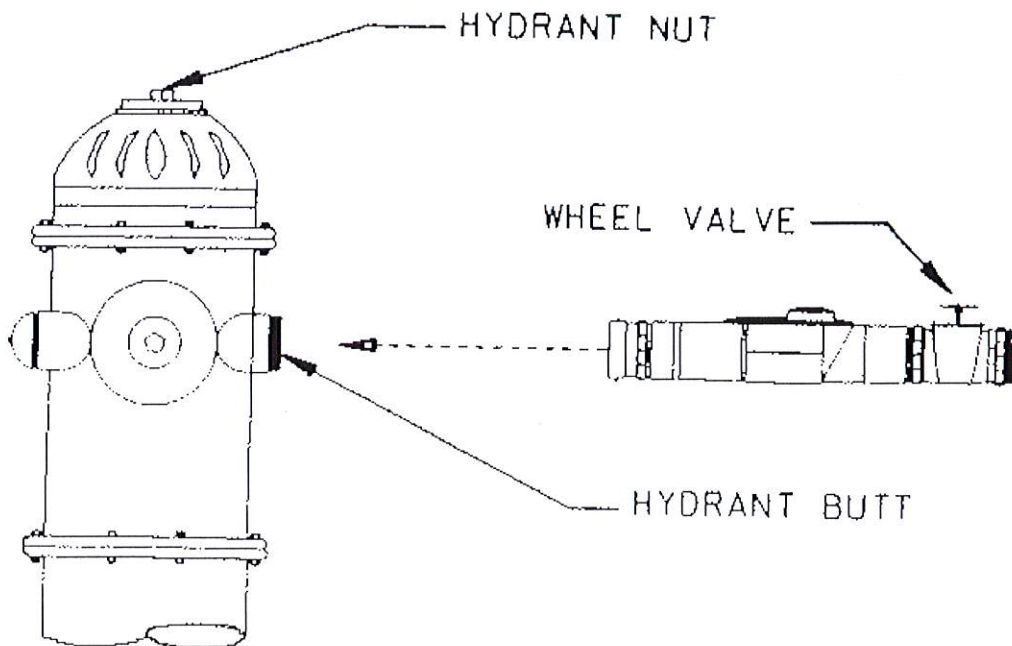
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### FIRE HYDRANT PERMIT POLICY AND OPERATING INSTRUCTIONS



### TEMPORARY FIRE HYDRANT METER PROCEDURES

#### STEPS:

1. Remove only one butt cap from hydrant and tighten the other caps.
2. Attach fire hydrant meter to butt opening, making sure the wheel valve on the meter is closed. Fire Hydrant Meter MUST BE Attached to the Fire Hydrant.
3. Open hydrant nut, normally, 10 full turns counter clockwise.
4. Attached fire Hose to METER with sufficient Hose.
5. Open Wheel Valve on Fire hydrant Meter .....Slowly.
6. Let water run up to 2 minutes or longer, until dirty water clears up, before using.
7. When water usage is complete, close the Wheel Valve SLOWLY, taking at least one full minute.
8. Shut Hydrant Valve Off with KEY.
9. Replace Butt Cap.



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# FIRE HYDRANT METER READING FORM

COMPANY NAME: \_\_\_\_\_

COMPANY NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

CONTACT NUMBER: \_\_\_\_\_

METER NUMBER: \_\_\_\_\_

METER READING: \_\_\_\_\_ **00**

DATE OF READING: \_\_\_\_\_

(Numbers as they actually appear on the meter at the time of Reading)

Please fax completed form for EACH meter rental to  
404-371-2679 on the 15<sup>th</sup> of each month.

**If you have any questions, please contact the Department of Watershed  
Management at 770-724-1404 or email at [jdwoods@dekalbcountyga.com](mailto:jdwoods@dekalbcountyga.com).**