



# Starting/Stopping Water Service Quick Reference Guide

## Before you start Water Service.

The city must determine if property needs a Health & Safety Inspection per **Ordinance Number 2008-04**.

Health & Safety Inspection must pass before water service can be restored/started:

- **Fees.** If a Health & Safety Inspection is required at the residence, the fee for 2019 is \$95.66 paid by the owner and needs to be paid before H&S Inspection can be scheduled.
- **Health & Safety Inspection Appointment.** Inspections are scheduled by the City Inspector. Please allow at least 24 hours for an inspection date/time to be scheduled.

**Note: H&S Inspection must pass before residence can be occupied.**

### ✓ Starting Water Service as Owner

If no H&S Inspection is needed or one has been performed and passed:

- **Application.** An original Water Service Application must be filled out.
- **Deposit.** A \$100 deposit is required along with the application. (**CASH, CHECK, OR MONEY ORDER ONLY**)
- **Deposit Refund.** As owner, the \$100 deposit is refundable after 12 consecutive months of no late payments made.

### ✓ Starting Water Service as Tenant

If a property is rented and a H&S Inspection is needed on the residence, the owner is responsible for this process and fee.

- **Application.** An original Water Service Application must be filled out. On the Application there is a portion to be filled out by Property Owner/Property Management and tenant.
- **Deposit.** A \$100 deposit is required along with the application. (**CASH, CHECK, OR MONEY ORDER ONLY**)
- **Deposit Refund.** The \$100 deposit gets refunded when tenant moves out of residence and account is closed.

### ✓ Stopping Water Service as Owner/Tenant

A Stop Service Form is required to be filled out by owner/tenant before they are ready to move out to ensure the city can process your Water Deposit, if one on file, in a timely manner. When form is filled out and given to Water Department then a final billing is done up until the date provided on Stop Service Form. Final bill is deducted from deposit and the remainder, if any, is mailed out in the form of a check to forwarding address provided on Stop Service Form.

**Note: Please allow 3-4 weeks for refund check to be processed and mailed out.**

### ✓ Contact Info for City of Fowler Water Dept.

**Phone: 559-834-3113 Ext.100; Website: fowlercivty.org; Address: 128 S. 5<sup>th</sup> St., Fowler, CA 93625**