

**RENO COUNTY UTILITIES  
NEW SERVICE CONNECTION APPLICATION**

The undersigned, \_\_\_\_\_ being the owner of land described below located within the indicated Rural Water and/or Sewer District, hereby submits in full the applicable connection charge and makes application to said District for water and/or sewer service as indicated and agrees to the following conditions along with the sewer and/or water District Administration Regulations. I understand that the terms upon which water and sewer services are furnished are established by the Reno County Water and Sewer Districts Administrative Regulations, and I agree to be bound by such regulations. A copy of said Administrative Regulations will be furnished upon request.

**District Connection Charge(s):**

- |  |   |
|--|---|
| <input type="checkbox"/> HIGHLAND WD NO. 8 (\$1000)      | <input type="checkbox"/> YODER WD NO. 101 5/8" (\$500), 1" (\$650), 1.5" (\$1,500), 2" (\$2,000)    |
| <input type="checkbox"/> HIGHLAND SD NO. 8 (\$500)       | <input type="checkbox"/> YODER SD NO. 201 (\$500) <input type="checkbox"/> HABIT SD NO. 202 (\$500) |
| <input type="checkbox"/> BLUE SPRUCE SD NO. 3/10 (\$500) | <input type="checkbox"/> CEDARVIEW SD NO. 1 (\$500)   |

---

Site Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**If water and or sewer service is approved, owner agrees to the following:**

Pay for all costs to connect from the District's facilities to the location of service.

Pay monthly charges from time service is made available by the District at the rate set out in the rate schedule adopted by the Board of County Commissioners. Any changes made in the rate schedule by the Board of County Commissioners shall become a part of this agreement as though fully set out herein.

The laws of the state of Kansas, the District's Administrative Regulations, as presently existing may be amended from time to time and are made a part of this agreement as though fully set out herein.

**WATER CONNECTIONS**

CONNECTION OF NEW SERVICE. Before any connection is made to the district's water system an application for new service must be made and the appropriate fees paid to the district by the owner of the premises. Contractual agreements for utility service shall not be made with Tenants. All costs and expenses incidental to the installation and connection to the water main shall be borne by the owner. The owner shall indemnify the district for any loss or damage that may directly or indirectly be occasioned by connection to the main as determined by the administrator. Upon the receipt of an application, the owner shall have installed:

- o Water meter and appurtenances supplied by the district and have said meter installation inspected and approved by the district.
- o Where taps and service lines do not exist or where additional taps and service lines are required the owner shall have installed at the discretion of the district, inspected and approved by the district a tap and service line from the district's water main to the water meter.
- o The owner shall connect the water meter to the service line and shall make water available through the line. All such connections and installations shall be made, and all such work done at the owner's expense, including expenses for materials necessary for such work except the materials supplied by the district.
- o Materials supplied by the district are as follows: **1.)** Water Meter and appurtenances; **2.)** Meter Can and Lid; **3.)** Pressure Reducing valves and appurtenances where applicable; **4.)** Tapping Saddle where applicable and as determined by the district.

CROSS CONNECTIONS PROHIBITED. It shall be unlawful for any person to permit, to be made, or to maintain a cross connection whereby a private, auxiliary, or emergency water supply other than the regular public water supply of the district may enter the supply or distribution system, unless the same shall have been approved by the Administrator and the Kansas Department of Health and Environment for compliance with the districts Regulations for Cross Connection Control.

LAWN IRRIGATION WELLS. More specifically, all irrigation wells, pressure tanks, piping and all additional appurtenances shall not be installed in combination with the district's water system connection in any instance inside any building or structure connected to the district's water system.

OTHER WATER SOURCES. All other sources of water to include private water wells shall not have any physical connection to the district's water system in any form. All other water sources piping, wells, pumps and any other appurtenances shall not be installed in the same building or structure as the district's water system. If found, the property owner shall be subject to the districts "Regulations for Cross-Connection Control".

CURB COCKS. There shall be a curb cock in every service line attached to the main, the same to be placed within the meter box. Curb Cocks and placement shall be subject to the discretion of the Administrator.

**INSPECTION NOTICE. The owner for the new water service connection permit shall notify the district or the Administrator in person or by United States mail when the water connection is ready for inspection and connected to public water. The connection shall be made under the supervision of the Administrator or designated representative.**

**SEWER CONNECTIONS**

**CONNECTION OF NEW SERVICE.** Before any connection is made to the district's sewer system an application must be made and the appropriate fees paid to the district by the owner of the premises. Contractual agreements for utility service shall not be made with Tenants. All costs and expenses incidental to the installation and connection to the sewer main shall be borne by the owner. The owner shall indemnify the district for any loss or damage that may directly or indirectly be occasioned by connection to the main as determined by the administrator. Contractual agreements for utility service shall not be made with Tenants.

**GRAVITY SERVICE CONNECTIONS.** All such connections and installations shall be made, and all such work done at the owner's expense, including expenses for materials necessary for such work. All materials necessary for the work will be approved by the district prior to installation thereof. Where taps and service lines do not exist or where additional taps and service lines are required the owner shall have installed at the discretion of the district, inspected and approved by the district a tap and service line from the district's sewer main to the connecting structure at the owner's expense.

**PRESSURE SEWER CONNECTIONS.** All costs and expenses incidental to the installation and connection to the pressure sewer main shall be borne by the owner. These connections shall conform to the Home Treatment and Pumping Units section of these regulations.

**INSPECTION NOTICE.** The owner for the building sewer permit shall notify the district or the Administrator in person or by United States mail when the building sewer is ready for inspection and connection to the public sewer. The connection shall be made under the supervision of the Administrator or designated representative.

**RESPONSIBILITIES OF PROPERTY OWNER**

**CONNECTION / DISCONNECTION OF ESTABLISHED SERVICE.**

- (a) Owner must make application for service and pay appropriate fees to the district.
- (b) The owner is responsible for payment of billing charges accrued to the date of disconnection.
- (c) A \$50.00 reconnection fee will be assessed in the event an application for service is not submitted within five (5) business days of the disconnection request.
- (d) Contractual agreements for utility service shall not be made with Tenants.

**BILLS.** All bills for the use of water/sewer shall be due and payable by the 20<sup>th</sup> day of the month. All bills remaining unpaid after the 20<sup>th</sup> day of the month are hereby declared delinquent and will be assessed a 10% late charge of the amount due. If any water/sewer bill remains due and unpaid after the last day of the month, the district shall have the right to refuse further service and may terminate the water/sewer service until all such delinquent bills are paid. The user shall pay a \$50.00 fee for re-establishing water/sewer service in the event the user's service has been terminated for the reason specified herein.

**CHARGES MAY NOT BE WAIVED.** No water charge shall be waived to any person, firm or corporation except as specifically authorized by the Public Works Director.

Owner's Printed Name \_\_\_\_\_

Owner's Signature \_\_\_\_\_

Owner's Current Mailing Address \_\_\_\_\_  
Street City State Zip

Owner's Email Address \_\_\_\_\_

Owner's Phone No.  Home \_\_\_\_\_  Work \_\_\_\_\_  Cell \_\_\_\_\_

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_ Utilities Superintendent Signature \_\_\_\_\_

Public Works Director/Designee Signature \_\_\_\_\_

Amount Paid \$ \_\_\_\_\_ Check # \_\_\_\_\_ Account Number \_\_\_\_\_

**Mail Application to: Reno County Utilities  
600 Scott Blvd.  
South Hutchinson, Kansas 67505**  
**Email Application to: [publicworks@renocountyks.gov](mailto:publicworks@renocountyks.gov)**  
**Fax to: 620-694-2924**

**Phone No. 620-694-2524**