

# FTWD FIRE HYDRANT USE PERMIT

Permit Number  
No #

I wish to apply for a FTWD Fire Hydrant Use Permit which will be used by

Name of Firm or Individual: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

The permit will be used for the following purpose(s): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Will this meter be used to fill a tanker truck or be mounted on another type of vehicle?    yes            no

If yes, provide brief description and license number of all vehicles that will be filled under this permit:

Vehicle #1  
Description \_\_\_\_\_

License: State \_\_\_\_\_ Tag Number \_\_\_\_\_

Vehicle #2  
Description \_\_\_\_\_

License: State \_\_\_\_\_ Tag Number \_\_\_\_\_

I acknowledge receipt of the hydrant meter described below and all brass attachments, a hydrant wrench and meter harness. I have read, understand and agree to abide by all conditions listed on this permit. I also understand that failure to abide by all conditions may result in the revocation of this permit, recall of the wrench and meter, forfeiture of my deposit, and assessment of the standard service charge and water consumption charges.

Your name [print]: \_\_\_\_\_

Your Signature: \_\_\_\_\_

## For FTWD Use:

Deposit Received \_\_\_\_\_

Permit Expiration Date: \_\_\_\_\_

## Meter Issued:

Date Issued: \_\_\_\_\_ Size: \_\_\_\_\_ Mfg: \_\_\_\_\_

Number: \_\_\_\_\_ Reading: \_\_\_\_\_ Issued By: \_\_\_\_\_

Meter Returned: \_\_\_\_\_ Received By: \_\_\_\_\_

## PERMIT CONDITIONS

1. Before installing a hose or hydrant meter on any fire hydrant, the hydrant must be flushed. To flush the hydrant remove the hydrant's cap with the hydrant wrench, then attach the wrench to the operating nut [at the top of the hydrant], slowly turning the wrench in a counterclockwise direction at least six full turns until air has begun to escape. [No tool other than FTWD issued wrench shall be used to operate the hydrant.] After all air has been expelled and water has begun to flow, open the hydrant an additional half turn. Allow the water to flow until clear, then immediately close the hydrant.
2. If the hydrant will be used to fill a tanker truck or tank mounted on another type vehicle, the fire hydrant meter must remain mounted on the vehicle. Do not attach the meter directly to the fire hydrant, instead, run a hose from the meter to the hydrant and connect the hose on the hydrant. Also ensure that a hose has been run from the outlet of the filler pipe. If the hydrant will not be used to fill a tanker truck or other vehicle, the meter may be installed directly on the hydrant, provided that the meter's harness is also appropriately attached to the hydrant.
3. Before operating the hydrant, ensure that the hydrant meter's gate value has been fully closed. Then open the hydrant fully [about 8 full turns of the operating nut], using the meter's gate value [not the hydrant] to control the water flow. [Such action will ensure that the bleed holes at the hydrant's base, used for draining the hydrant after operating, will be closed while the hydrant is being operated.]
4. A fire hydrant may not be used to fill any vehicle other than those whose licenses are listed above and which have been inspected by FTWD. Also, a vehicle may not be filled other than through the hydrant meter and the vehicle's filler pipe.
5. Under no circumstances shall a fire hydrant be operated without the meter issued under this permit [except as provided by #1 above]. Also, the hydrant meter cannot be used for any purpose other than stated on this permit. [New Jersey State Law provides for severe penalties in the event of unlawful use of a FTWD fire hydrant or meter.]
6. By no later than Monday of each week a reading of the fire hydrant meter must be reported to the Public Works Billing by calling 732-249-7800. If a fire hydrant meter does not appear to be properly registering water passing through the meter, the meter must be returned immediately to the FTWD Meter Shop.
7. On or before the expiration date of this permit, the hydrant wrench and meter with all attachments must be returned to the FTWD Meter Shop, 40 Churchill Avenue, Somerset, NJ [7:30 am – 12 noon or 1:00 pm – 2:30 pm].
8. Water consumption charges, a service, and the costs of any and all repairs required to issue equipment will be deducted from your deposit. Water consumption charges will be made in accord with the prevailing rate when the meter is returned. However, a minimum fee equal to 10% of your deposit will be charged for water consumption. Your deposit minus appropriate charges will be returned by mail to you within about two months. If charges exceed your deposit, you will be billed for the difference.
9. **Warning:** This permit will be revoked, the meter recalled, and the deposit forfeited if the permit holder or his/her representative fails to adhere to all of the aforementioned conditions or the meter's seal wire has been broken or evidence exists that the meter has been tampered with or the meter has been damaged. [The meter is subject to serious damage if subjected to freezing conditions while not delivering water.] The deposit will also be forfeited if the meter has been lost or stolen. If the deposit is forfeited, the permit holder will also be billed a service charge, water consumption charges, and a charge for any required repairs.

**A COPY OF THIS AGREEMENT MUST BE IN THE POSSESSION OF THE PERSON OPERATING THE METERED CONNECTION AT ALL TIMES.**