Collier County

Appendix A – Temporary Meter Application Form

This application must be completed in its entirety to be processed. A deposit of $2,625.00, payable to the Board of County Commissioners (BOCC), is required at the time of submission.

Section 1 – Project Information

Date:	
Development/Community/Project Name:	
Site Location:	
Street Name:	
Zip:	

Section 2 – Applicant Information

Contact Information	Property Owner	Contractor
Name		
Mailing Address		
Telephone		
Contact Person		
Email		
Billing Address		
City		
State		
Zip:		

Section 3 – Project Type - Deposit and Billing Requirements

Is this a Temporary Meter for a Collier County Capital Project***?*** _____ ***YES*** _____ ***NO***

If YES: Division: _____

Collier County Contact / Project Manager: _____

County Capital Projects –

- For Collier County Capital Improvement Projects, including those within a Planned Unit Development (PUD), contractors shall submit a temporary meter deposit at the time of application.
- This requirement applies even when projects are County-funded, as the contractor designated by the County Project Manager is responsible for meter installation and deposit payment to UBCS.
- Deposits are required to safeguard the District against meter loss or damage. Deposits will be refunded upon return and inspection of the meter.

Revised date: October 1, 2026

Section 4 – Temporary Meter Type & Use

☐ Regular Temporary Meter

☐ Traveling Temporary Meter

☐ Temporary-to-Permanent Meter

☐ Intended use of Temporary Meter _____

Section 5 – Acknowledgment and Acceptance

By initialing next to each line item, you acknowledge that you have read, understood, and agree to the terms and conditions specified.

Initial: _____The Collier County Water-Sewer District hereby acknowledges the receipt of the Temporary Meter deposit and accepts the same as liquidated damages for connecting to the mains of the Water System by the herein named payee at the above stated location.

Initial: _____Among other rules and regulations, the customer agrees that the duly authorized agents of the District shall have access at all reasonable hours to the premises of the Customer for the purpose of installing, maintaining, and inspecting or removing County's property, reading meters and other purposes incident to performance under or termination of the District's agreement with the Customer, and in such performance shall not be liable for trespass.

Initial: _____Travel/temporary meters can only be used within the Collier County Water/Sewer District. MAP attached. Any meter/person caught outside the boundaries of the water/sewer district will be charges with illegal connection which will result in a fine of actual time and material cost, plus consumption of 100,000 gallons, plus other applicable fees as provided for in Section 2-2044(b) of the Collier County Code of Laws and Ordinances.

Initial: _____No temporary meter may be placed downstream of another temporary or permanent meter, which would result in double billing.

Initial: _____Annual Inspection of the backflow prevention device is mandated by Sec. 134-127 of the Code of Ordinances. Failure to comply will result in default of agreement and meter must be returned. Failure to return the meter will result in loss of deposit of $ 2,625.00.

Initial: _____Temporary/Travel meters are to be replaced within two years of the date that they were set at the first location to a customer to ensure that the meter is in working order and registering accurately due to wear and tear of internal components.

Initial: _____The Customer further agrees, that traveling temporary meter reads will be delivered to the County monthly, by e-mailing a picture of the meter dial including meter number to coolingtower@collier.gov by the due date specified on the last page of this application.

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Initial: _____Failure to supply a monthly read will result in estimated billing where applicable, prorations will not be processed which will cause usage to bill in the higher tiers.

Initial: _____Failure to supply consecutive required meter reads monthly for traveling temporary meters a work order will be created for Distribution to remove the temporary meter assembly. The account will be closed, and a new deposit will be required.

Initial: _____Six (6) consecutive months of no usage will result in default of agreement and the meter must be returned. Failure to return the meter will result in loss of deposit of $2,625.00.

Initial: _____The Customer further agrees that the total amount due on bills for utility service are due in full by the due date set forth on the bill from the District and are delinquent thereafter. ***The District shall remove the temporary when any portion of the overdue utility bill rendered by the District is delinquent for nonpayment of such bills for service.*** The District will have the right to remove the meter and charge a fee for reconnecting.

Initial: _____It is further understood and agreed that the sale of water to the customer occurs at the meter and the District has no responsibilities relative to the service after said water reaches the Customer's side of the meter.

Initial: _____By signing of this agreement, the customer recognizes and agrees to abide by all existing rules and regulations of the District, and any amendments thereto, copies of said rules and regulations and amendments thereto being available for inspection at the Public Utilities Division.

⚠ ***WARNING: Water meters supplied by the District are NOT approved for connection to any fire suppression or extinguishing device. Failure to comply may result in injury or death.***

Section 6 – Signatures

Contractor Signature: _____ Date: _____

Property Owner Signature: _____ Date: _____

Collier County Public Utilities Division: _____

Section 7 – UBCS Use Only

Account #: _____

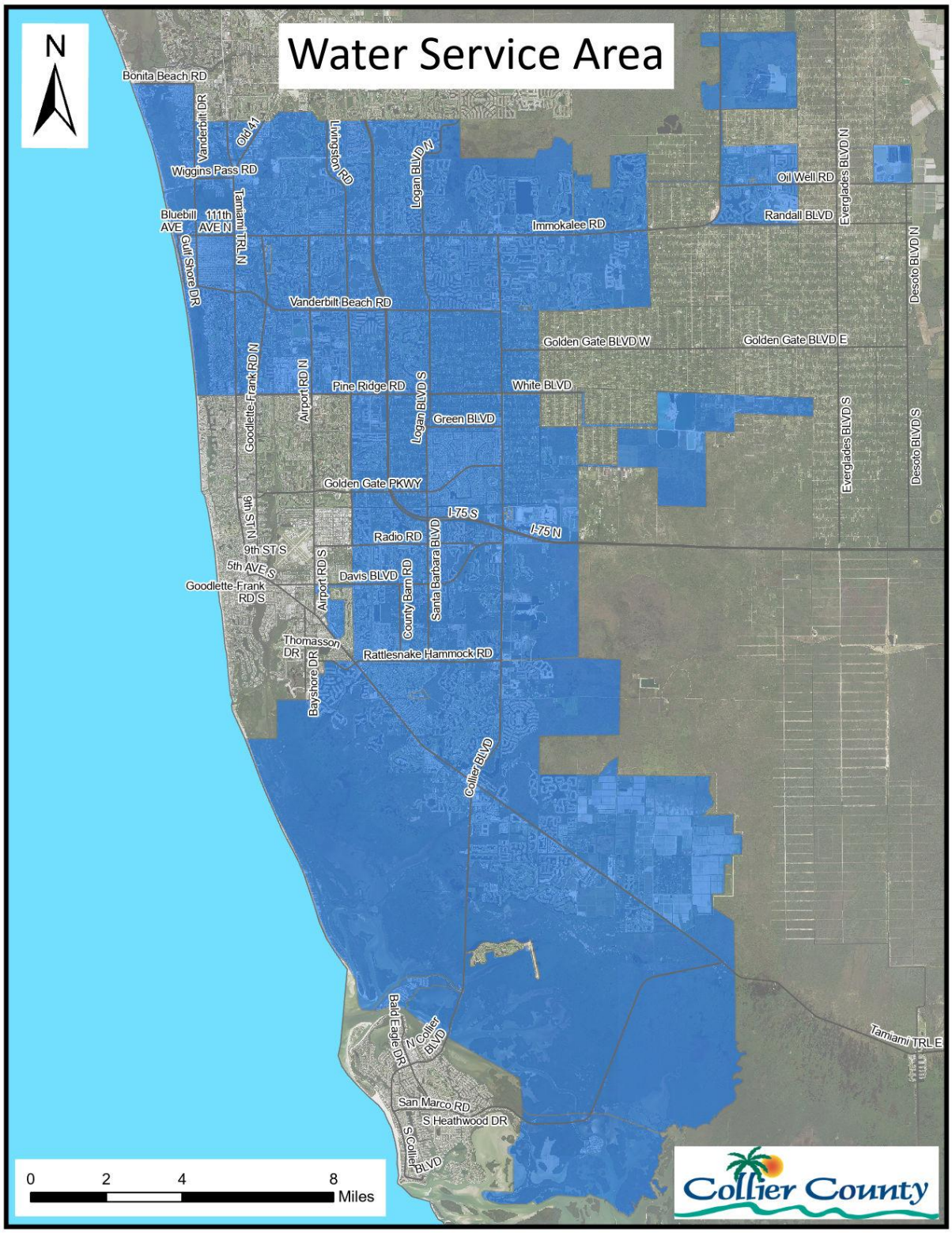
Install Work Order #: _____

Billing Cycle #: _____

Monthly Read Due By: _____

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Collier County Public Utilities • Utility Billing and Customer Service
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