

## MWWS POLICY ON NEW SUBSCRIBER CONNECTION

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The Missouri West Water System (MWWS) shall add new subscribers through a process that ensures protection of MWWS Employees, the physical water system and the financial well being of MWWS by following the guidelines of this policy.

1. A 'Hydraulic Study' is required for a new hookup. The findings of the study are the property of MWWS. The applicant will have 30 days to act upon notification of water availability.
2. The standard MWWS application form must be completed, along with a notarized easement, if necessary, and the appropriate fees and construction estimates deposited with MWWS before a service line extension will be scheduled.
3. All construction expenses are the responsibility of the applicant. The facilities being proposed will be built by the MWWS using materials and labor selected by the MWWS. These improvements will be owned by MWWS when construction is complete.
4. The water user shall provide a meter pit for the meter assembly on the water user's premises; it shall be unobstructed and accessible for reading and inspection. The user shall be fully responsible for the meter assembly and responsible for repair or replacement of damaged meter assembly parts where the damage was caused by lack of protection from freezing or any other negligence.
5. The Main Line is to be exposed only when a MWWS employee is on site. All excavations or open pits must be closed or barricaded at the end of each workday. The service line piping, both before and after installation will remain capped. A pressure test at main-line pressure will be conducted to assure connection quality.
6. The published Rules and Regulation of the MWWS take precedence over all understandings of policy or process involved in a new connection to the water system.
7. Deviation from these policies needs the direct approval of the MWWS Manager along with a note explaining the reason for the deviation.