



The City of  
**Oklahoma City**

**UTILITIES**  
**CUSTOMER SERVICE DIVISION**  
**HYDRANT FLUSH METER**  
**REQUEST**

**Instructions: Step 1**

To obtain a Hydrant Flush Meter, please scan and email or fax this signed form in addition to a request on company letterhead which includes the following information:

- a. Where the meter will be located (physical address).
- b. The purpose of the water usage.
- c. Approximate length of time the meter will be used.
- d. The name and contact phone number of the person who will be responsible for the meter while it is checked out.
- e. A mailing address for the bill if different than the address on the letterhead.
- f. Federal Tax ID number or Social Security Number.

Include on the subject line of your email or fax: **“HYDRANT FLUSH METER REQUEST”**

Email: [waternewservice@okc.gov](mailto:waternewservice@okc.gov)

Fax: **(405) 316-3475**

**Step 2**

Once your request is received and a meter is available, you will be provided with the account number and details on how to pay the \$1000 Security Deposit. A non-refundable \$25 Service Initiation fee will also be on your first month’s bill.

**Step 3**

You will be contacted to pick up the meter once the Security Deposit has been received.

The Hydrant Flush Meter is portable and is susceptible to theft if left unattended on a hydrant. Because the meter is portable, **the meter must be brought in to the meter shop for monthly readings between the 20th and the last business day of the month (Mon-Fri). Extensions on this time are not possible. In the event the meter is not brought in or is brought in after the last business day of the month, a penalty charge of \$523 will be applied to the bill.** If the meter is lost or stolen, the deposit will be retained and there will be a consumption charge added for estimated water use. The rate for water used on the Hydrant Flush Meter is \$5.23 per thousand gallons of water registered. There is also an additional monthly Hydrant Meter fee of \$11.22 per meter.

**I have read and understand all of the information above. I understand that I am financially responsible for all charges incurred.**

Customer Name: (please print)	Date:
Address:	Contact Phone Number:
Customer Signature:	