

WET TAP FEE FORM • 2024 Water & Wastewater Fees



Instructions: Submit the following:

Date:

- 1. Completed form (fill in all light yellow boxes)
- 2. Payment
- 3. Approved construction plan sheet showing tap locations

Project Name:

Subdivision Name:

CONTRACTOR INFORMATION		BILLING PARTY INFORMATION	
Company name:	<input style="width: 90%;" type="text"/>	Company name:	<input style="width: 90%;" type="text"/>
Contact name:	<input style="width: 90%;" type="text"/>	Contact name:	<input style="width: 90%;" type="text"/>
Mailing address:	<input style="width: 90%;" type="text"/>	Mailing address:	<input style="width: 90%;" type="text"/>
City, State Zip:	<input style="width: 90%;" type="text"/>	City, State Zip:	<input style="width: 90%;" type="text"/>
Phone:	<input style="width: 90%;" type="text"/>	Phone:	<input style="width: 90%;" type="text"/>
Email:	<input style="width: 90%;" type="text"/>	Email:	<input style="width: 90%;" type="text"/>

ADDRESSES OF TAPS (If unknown, include block and lot number)	Water Tap Size	Wastewater Tap Size
<input style="width: 95%;" type="text"/>		
<input style="width: 95%;" type="text"/>		
<input style="width: 95%;" type="text"/>		
<input style="width: 95%;" type="text"/>		

WATER WET TAP FEES	WATER TAP SIZE						
	0.75"	1"	1.5"	2"	3"	4"	>4"
Wet Tap Fee*	\$ 385	\$ 385	\$ 390	\$ 395	\$ 690	\$ 690	\$ 690
Qty							
Total							

**Note: All contractor provided materials must meet current City of Loveland Specifications. Customer provides saddle & corporation stop for wet taps up to 12". The City cannot perform taps larger than 12". The customer needs to contract tapping work & pay for all associated costs for taps larger than 12".*

WASTEWATER WET TAP FEES	WASTEWATER TAP SIZE				*Note: The City provides the saddle & stainless strap. There are no tapping fees when tying into a manhole. Inserta Tee Lateral Connections required on Cast-in-Place Pipe liner (CIPP).
	Standard Lines		CIPP Lines		
	4"	6"	4"	6"	
Wet Tap Fee*	\$ 385	\$ 425	\$ 505	\$ 545	
Qty					
Total					

Document Submittal Methods:

Drop off: City of Loveland
Attn: Colleen Cameron
200 N. Wilson Ave.
Loveland, CO 80537
Email: Adrian.Yebra@cityofloveland.org

Total Fees

Payment Information	
Payment Type: <input type="checkbox"/> Check (make payable to "City of Loveland") <input type="checkbox"/> Credit or Debit Card (in person or over the phone at 970-962-3000) <input type="checkbox"/> Cash (in person)	Total Paid: \$ <input style="width: 100px;" type="text"/> Payment Received By: <input style="width: 150px;" type="text"/> Date Paid: ___ \ ___ \ 2024

Internal Processing Instructions
<p>1. <input type="checkbox"/> Copies - Make 2 copies of this completed form and distribute as follows: Copy 1: Customer receipt Copy 2: Utility Accounting - Check or Cash Payments: Give copy of form and payment to Travis Johnson. - Credit or Debit Card Payments: Attach merchant copy receipt and give to Kelly Dougherty. Code as follows: Water Tap Fees (300-00-000-0000-35321) Wastewater Tap Fees (315-00-000-0000-35321)</p> <p>2. <input type="checkbox"/> (Colleen) Scan & Email form & map(s) to: Email a copy to PW Inspectors distribution list, Civil Engineer (Melissa Morin), Water Metering Supervisor (Bryan Easterly), Water Operations Supervisor (Andy Tenbraak), and Water Metering Admin (Leanne Chamberlain).</p> <p>3. <input type="checkbox"/> (Adrian) Save Form & Map(s): Attach documents in CityWorks. Complete task in CityWorks.</p> <p>4. <input type="checkbox"/> (Leanne) Email Form to Utility Billing (Beth Hatfield and Michelle Penfresne).</p>
LOC ID: <input style="width: 150px;" type="text"/> Service Address: <input style="width: 200px;" type="text"/>