



CONSTRUCTION-METER INFORMATION

City of Grapevine

1. Meter readings must be submitted by the **5th** day of each month or the next business day if the 5th falls on a City holiday or weekend. If the readings are **not submitted** by the 5th of the month, **a \$50.00 penalty will be assessed on the account**. Payments are due by the 5th of each month and will be assessed a 10% penalty if not received by the due date.

Readings must be submitted by email to billing@grapevintexas.gov. The meter number and the read must be included (a photo of the meter number and read will suffice).

2. 90 days after the account is opened, construction-meter accounts are charged a rental fee of \$30 per month for the use of the meter. This charge is in addition to the required minimum bill and consumption charge. Failure to include the rent with the payment will cause loss of the right to use the meter, and the meter must be returned to the City.
3. Meters are subject to requests for inspection at any time. Inspections will be performed at 200 South Main Street by the Public Works Department.
4. **The City does not provide a back flow preventer.** A back flow preventer must be in place prior to the use of the construction meter and the customer is responsible for the supply, installation, and maintenance of such.
5. **Meters returned after the 5th of the month may not receive final billing until the following month.**

Pick-up or Return Construction Meters - City Hall - 200 South Main Street in the Utility Billing Department between the hours of 8:00 AM and 5:00 PM Monday thru Friday.