



Water Meter Installation Procedures

- 1) Customer should first apply for necessary permits through the township building office within the Department of Community Development on the second floor of the municipal building. Consult with your contractor as necessary to guide you as far as size and placement of the meter.
- 2) Visit American Water at the North Brunswick Treatment Plant at 782 Canal Road in Franklin Park to complete American Water's Meter Application. Payment for the meter and the installation is due at this time. Bring a copy of your permit and be prepared to provide all of the information requested on the application including your **block and lot** and **permit** numbers. After your application is complete, you will receive a meter spacer and meter couplings to be installed on your plumbing prior to your inspections and meter installation.
- 3) Complete your plumbing pipe work and then contact the building office to schedule an inspection by calling **732-247-0922 x450**.
- 4) After your plumbing inspection is approved, call American Water at **732-297-7332** to schedule your meter installation.

PLEASE NOTE: You cannot schedule an appointment for your meter to be installed prior to having your plumbing work inspected and approved by the township. American Water will not install the meter if your plumbing does not pass inspection.

- 5) On the day of your scheduled meter installation, please have the area where the meter is to be installed clear of any obstructions so as to allow the technician access to the area. Upon arrival, the American Water field service representative will verify that your plumbing permit has been approved and will ask to see your approved sticker given to you by the plumbing inspector prior to the actual installation of your meter.
- 5) Following the meter installation, you will need to schedule a final inspection with the building office to have your permit officially closed and a Certificate of Approval issued by the Plumbing Sub-Code Official..

Should you have any questions or concerns, please feel free to contact us:

American Water: **732-297-7332**. Township of North Brunswick: **732-247-0922 x450**