

## Requesting Water Service

The following steps can be used as guidelines for requesting water service. If you have any questions at anytime, please do not hesitate to call or email us with your questions.

### New Service for Existing Meter Box with No Meter

The following procedure is for homes requesting new service and a meter box already exists, but no meter is in the meter box.

1. Download the New User Agreement form from our website.
2. The New User Agreement Form must be completed, signed, and mailed, along with a payment of \$400.00 to:

BCWA #5  
P.O. Box 591  
Lowell, AR 72745-0591

**DO NOT SEND CASH**

3. Once the User Agreement form and payment have been received, we will schedule the Water Operator to come out to install a meter in your meter box.

### New Service for Existing Meter Box with Existing Meter

The following procedure is for homes requesting new service and a meter box already exists with a meter currently installed in the meter box.

1. Download the New User Agreement form from our website.
2. The New User Agreement Form must be completed, signed, and mailed, along with a payment of \$75.00 to:

BCWA #5  
P.O. Box 591  
Lowell, AR 72745-0591

**DO NOT SEND CASH**

3. Contact the billing office and let them know when you wish service to begin. Once the User Agreement form and payment have been received, we will schedule the Water Operator to come out to read and inspect your meter.

### New Home or Water Line Construction

If you need water service for a home under construction or if you need new service installed at an existing location please follow these guidelines:

- 1) \*\*\* NOTE: Before any water service can be connected, we must have a septic approval from the Arkansas Department of Health. For information on how to obtain a permit, visit the ADH website at:  
<http://www.healthy.arkansas.gov/programsServices/environmentalHealth/OnsiteWastewater/Pages/default.aspx>

- 2) Download the New User Agreement form from our website [www.BeaverLakeWater.com](http://www.BeaverLakeWater.com)
- 3) The New User Agreement Form must be completed, signed, and mailed, along with the septic approval and payment of \$2000.00 to:

BCWA #5  
P.O. Box 591  
Lowell, AR 72745-0591

DO NOT SEND CASH. Also, if a road bore is required in order to provide water to your location, additional fees will apply. You can find a list of estimated road bore costs under the links to BCWA #5 "What are the fees associated with the water service?"

- 4) Contact BCWA #5 to schedule a site visit by calling (479)877-9364. The operator will need to verify the location of the existing water line as it relates to your property, determine if any easements or road crossings are needed, and discuss a potential location for your meter box.
- 5) BCWA #5 will install the connection from the existing water line up to your meter box. It is the homeowner's responsibility for the connection running from the meter box to the home. We also recommend a valve box is installed between the meter box and the residence. This will provide an easy way to shut off your water to your home should it become necessary.
- 6) Once all the necessary steps have been completed as outlined in the "Procedures to Activate Water Service" section below, our operator will set and turn on your meter. The operator will not turn on the water valve. You will need to do that when you are ready for water.

### Procedures to Activate Water Service

\*\*\* NOTE: Before any water service can be connected, we must have a septic approval from the Arkansas Department of Health. For information on how to obtain a permit, visit the ADH website at: <http://www.healthy.arkansas.gov/programsServices/environmentalHealth/OnsiteWastewater/Pages/default.aspx>

All connections and services shall meet or exceed the standards of the Arkansas Department of Health Plumbing Code (Rules and Regulations). Please note this document has not been reviewed or approved by the Arkansas Department of Health, and it is recommended that a licensed master plumber be contacted before proceeding. This document is only provided to assist you through the process to obtain water service from BCWA #5 to your home.

- 1) Excavate a trench from your connection point to the meter box. This trench shall be a minimum of 18" deep end to end.
- 2) Disconnect service line from your existing well or other supply (if applicable). You may continue to use your well for outside watering, but it cannot be connected in any way to the service line coming from BCWA #5. A plumbing inspector will verify that this has been done.
- 3) Clean the threads thoroughly and use Teflon tape or pipe dope on all threaded parts for a leak-free connection.
- 4) Connect a cutoff valve and pressure reducing valve to the end of the existing ¾" nipple. They are required, and we recommend them to be placed in an accessible box with a cover.
- 5) Connect the other end of the valve to a 3.4" brass nipple.
- 6) Install your service line and connect it to the existing line at your connection point. Schedule 40 PVC or copper is recommended, but polyethylene (pressure class 200) will be accepted.
- 7) When water is available and you have completed steps 1-6, contact Brian Tracy with the Benton County Planning Department at (479)271-1727 to request a plumbing inspection. After the inspection (providing it passes) a meter will be set and turned on. However, your valve will be closed. When you are ready for water you can activate it by turning on your valve.

## Notes:

Before service can be activated, a 911 address must be posted on your home or mailbox. An address posted on your home or business must be at least 3" tall. This is an Ordinance of Benton County for the 911 system.

Tracer wire is not required, but highly recommended for finding your service line.

Do not use galvanized or polybutylene pipe or fittings anywhere in the lines you install. It will not be approved by the plumbing inspector.

When installing a Freeze-proof yard hydrant a **Double Check Valve** is required between the hydrant and the service line.

All agricultural service will require an RPZ backflow preventer to be installed before the first out. Please contact the office for a spec for RPZ installation.

You may install any size line from the meter box to your connection point. We recommend a 1" line.

