
Water/Sewer Final Request Form Instructions

The submitter of this form is responsible for collecting and submitting all fees associated with this document and agrees to be responsible for the final invoice payment.

This form has four pages:

- **Page 1:** Instructions (this page)
- **Page 2:** Information regarding the connection validation survey
- **Pages 3 & 4:** To be completed by the closing facilitator. Additional instructions follow.

Please complete all requested fields.

Property owners must comply with MAWSA's rules and regulations (including all fees).

Important Information:

- **Lead & Copper and Connection Validation Surveys**

The Environmental Protection Agency requires that we keep an inventory of lead and copper water line statuses. This is accessible on MAWSA.org. Additionally, MAWSA's connection validation survey is *required* to identify potential violations (repairs/escrows). **Submit Page 3 promptly (at least 10 days ahead of closing)** and MAWSA will reach out to schedule the survey if one is required.

Surveys are valid for 5 years. Without a current "passed" survey, MAWSA may require a \$3,000 escrow from the closing company one is obtained. Repairs may exceed this value. The buyer and seller must have a written agreement specifying responsibility of repairs.

- **Complete All Fields**

Accurate information is essential for creating the buyer's MAWSA account. Phone numbers and email addresses are crucial for emergency notifications, as required of Pennsylvania water utilities.

- **New Customer Information**

Please allow the buyer to confirm their information on Page 4 and submit it along with payment of the final invoice. (Please do not staple the check portion of the remittance.)

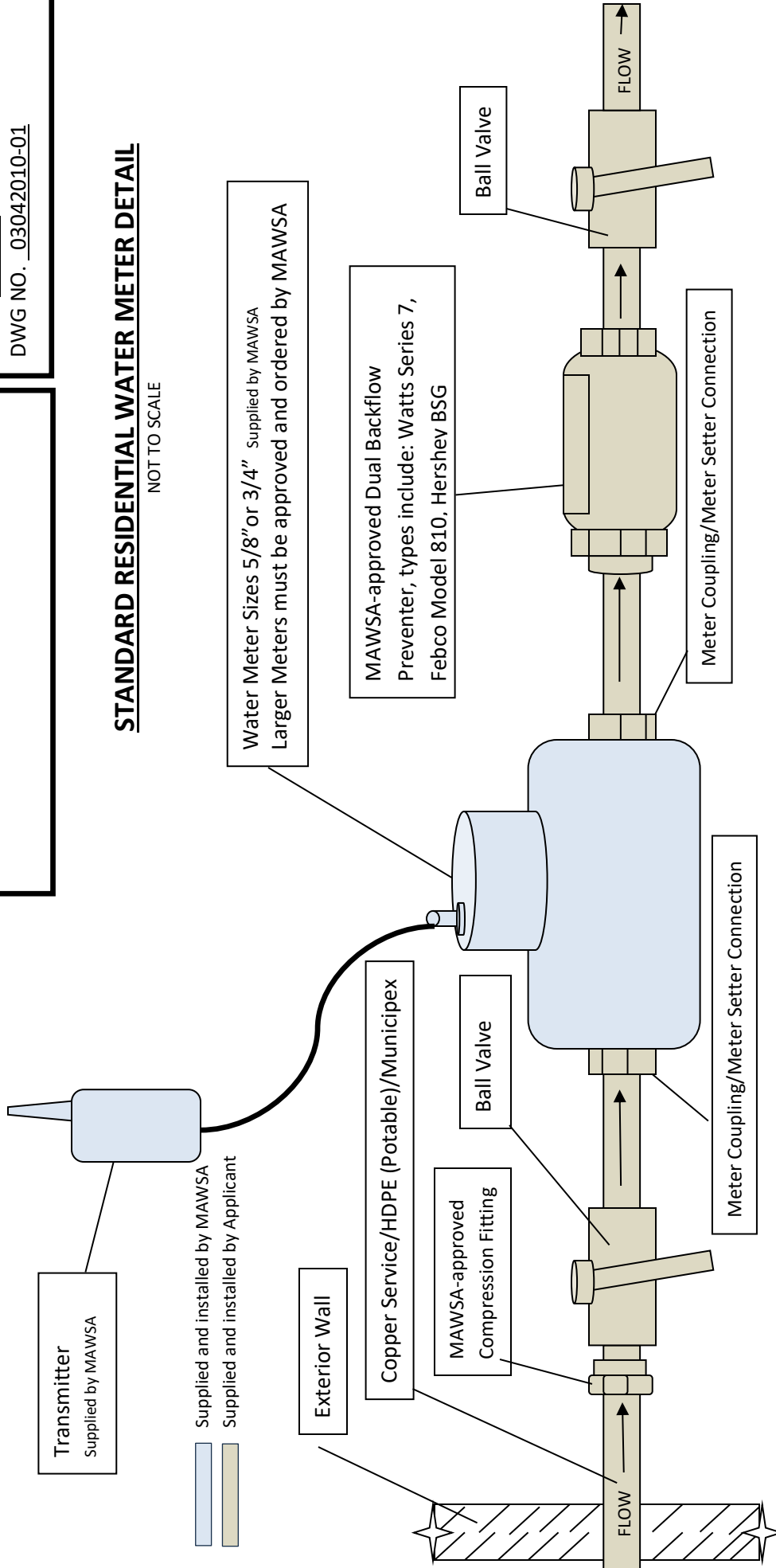
- **Contact and Fees**

MAWSA will contact the realtor or owner regarding scheduling the connection validation survey using the information provided on Page 3.



Meter Specifications
Manheim Area Water & Sewer Authority
 Manheim, Pa Lancaster County

Revised By: Paul Bell, Keary Smith,
Dave Schreffler
 Revised: October 5, 2023
 Scale: No Scale
 DWG NO. 03042010-01



STANDARD RESIDENTIAL WATER METER DETAIL

NOT TO SCALE

Transmitter
 Supplied by MAWSA

- Supplied and installed by MAWSA
- Supplied and installed by Applicant

Water Meter Sizes 5/8" or 3/4" Supplied by MAWSA
 Larger Meters must be approved and ordered by MAWSA

MAWSA-approved Dual Backflow
 Preventer, types include: Watts Series 7,
 Febco Model 810, Hershev BSG

MAWSA-approved
 Compression Fitting

Ball Valve

Ball Valve

Meter Coupling/Meter Setter Connection

Meter Coupling/Meter Setter Connection

- Notes:
1. Manheim Area Water & Sewer Authority regulations require the connection between the curb stop and meter to be of single length 3/4" - 1" K-copper or HDPE (Potable)/Municipex water pipe free of joints and / or solder connections. For compliance with those regulations and due to the location of the structure it may be necessary to utilize an approved insulated meter pit between the curb box and the home. The configuration shown herein shall be followed even if a meter pit is required.
 2. The meter shall be located within 5' of the location where the service line penetrates the foundation. In addition, the meter shall be installed in a horizontal fashion. Vertical meter (5/8" & 3/4") installations are permitted when installation constraints are encountered with written permission from MAWSA. Meters over 1" in size shall be installed horizontally.

- Notes (cont.):
3. NO PVC piping shall be permitted in advance of the meter.
 4. Internal plumbing shall meet required building codes that has jurisdiction (presiding Municipality or Statewide / Uniform Construction code).
 5. Backfill around the water service line shall be clean dirt around K-copper, 6" around pipe. HDPE (potable)/Municipex shall have 6" underneath pipe and 12" on top of sand.
 6. A 12 AWG Stranded Tracer wire shall be installed on the top of all water service lines (Copper/HDPE (potable)/Municipex service pipe) from curb stop box to service pipe entry, requires 2" detection tape to be placed up to 12" below finish grade on all water and sewer service pipes.
 7. Trench Depth Water & Sewer: 36" minimum depth. Water service line must be at least 18" away from a sewer lateral (18" to the side or above) not below a sewer pipe.

Water/Sewer Final Request Form: Pages 3 & 4 – Please fill out all fields.

_____ Manheim, PA 17545
Settlement/Closing Date **Property Address**

Lancaster County Tax Parcel Number _____
*MAWSA only services parcels beginning with 400, and portions of those beginning with 500 or 540.
Multiple locations require 1 form per location. Ex. 100 N Main St Unit 1-4 = 4 separate forms.*

Transferring Company Name _____

Transferring Company Contact Name _____
Party responsible for submitting this form and collection & payment of the subsequent final invoice generated.

Phone Number: _____ Cell Number: _____

Email: _____

Mailing Address: _____

Form Submission Date: _____ *Please call our office if the form submission date is less than 10-day business days ahead of settlement/closing date & see top of form regarding escrows.*

Owner/Seller Information

Name: _____

Phone Number: _____ Cell Number: _____

Email: _____

Realtor Name: _____

Realtor Company: _____

Realtor Phone Number: _____ Realtor Cell Number: _____

Realtor Email: _____

For MAWSA use only.

Connection Validation Survey Status & Date: _____

Current Revenue Class**: _____

***Revenue Class Changes must be requested of the presiding municipal office. MAWSA serves the Borough of Manheim (400) and portions of Penn (500) and Rapho (540) Townships.*

Current Water EDUs (165.1gpd each): _____ Current Sewer EDUs (225.0gpd each): _____

Total Due: \$ _____ **Due on:** _____

Per the active rate Resolution, total due includes account transfer fee and late payment incur penalties.

Buyer(s) Information

Realtor Name: _____

Realtor Company: _____

Realtor Phone Number: _____ Realtor Cell Number: _____

Realtor Email: _____

List all buyer(s), deeded, owners on the reverse. Accurate information is essential for billing.

Primary Name: _____

Phone Number: _____ Cell Number: _____

Email: _____

Secondary Name: _____

Phone Number: _____ Cell Number: _____

Email: _____

Bill Form Copies

Print both primary and secondary names on subsequent bills

Print only the primary name on subsequent bills

Buyer(s) will live at the **property address** listed on reverse

Buyers will live at alternate location noted below:

Ownership & Billing

Owners are responsible for all MAWSA fees and ensuring timely payment of water/sewer bills (a lien against the property until paid). Owners will receive monthly statements and may request copies be sent to tenants and/or property managers (at no cost).

Property manager information (if applicable): _____

Company Name: _____

Company Representative: _____

Phone Number: _____ Cell Number: _____

Email: _____

Tenant information may be submitted a tenant update form. (See MAWSA.org/forms) 1 form per unit.

MAWSA's provision of statement copies to other parties, and acceptance of payments from them, does not constitute a service agreement or obligation to settle disputes.

Owners remain solely responsible for all MAWSA fees.