



City of Poulsbo - Public Works Department
2025 HYDRANT METER DEPOSIT /
RELEASE FORM

Meter checked out to: _____ of: _____ for: _____
(Name) (Company) (Job Name)

⇒ A refundable twelve hundred dollar (\$1200.00) damage deposit shall be made for the use of such meter to provide for payment of any damage to the hydrant or meter in excess of normal wear and tear.

⇒ The charge for water used shall be \$4.17 per hundred (100) cubic feet of water.
Usage charges increase January 1st each year by the CPI-U per PMC 3.12.100(D)(4)

⇒ Water consumption charges & any damages will be deducted from your \$1200 deposit. However, if meter is not returned prior to November 30th, then meters need to be read by Public Work Staff and water consumption will be billed to you by December 31st. Please contact Public Works at 360-779-4078 to make arrangements for the annual read.

*** A monthly rental fee of \$50 is billed. Partial months are pro-rated by days used. ***

Job Site Address: _____ Billing Contact Name: _____

Job Site Phone: _____ Billing Address: _____

Expected Return Date: _____

I understand the above conditions for meter rental from the City of Poulsbo: _____
Billing Phone: _____
Email: _____

Signature: _____ Date: _____

For City Use:

Beginning Meter Read: _____ Meter Serial # _____

Ending Meter read: _____ PW _____

Total Cubic Feet used: _____ Released by: _____

To be completed by Public Works upon return:

Deposit paid: _____ \$1,200.00

Less Total Water Used: _____

Plus water use billed Dec 31st: _____

Less Damages to be Reimbursed: _____ (Paid from to 401 23700000)

Total Refund Owed to Customer: _____

Completed by: _____ Date: _____

Original to: Public Works: Foreman
Copies to: Finance: Miscellaneous Billing

Receipt # & Date: _____