

# PORT WASHINGTON WATER DISTRICT

38 Sandy Hollow Road, Port Washington, NY 11050 ♦ (516) 767-0171 ♦ (516) 767-1145 -Fax



## *SERVICE DISCONNECT*

**ANY PROPERTY OWNER WANTING TO DEMOLISH A STRUCTURE LOCATED IN THE PORT WASHINGTON WATER DISTRICT MUST HAVE THE WATER SERVICE DISCONNECTED AT THE MAIN UNDER THE DISTRICT'S RULES AND REGULATIONS, AT THE PROPERTY OWNER'S EXPENSE.**

### **BEFORE ANY SERVICE CAN BE DISCONNECTED, THE OWNER MUST:**

- ♦ SUBMIT "OWNER AUTHORIZATION FORM"
- ♦ SUBMIT "ROAD OPENING PERMIT"
- ♦ ESTABLISH A PLUMBER AT OWNER'S EXPENSE:
  - ✓ PLUMBER MUST BE LICENSED (VILLAGE/TOWN OF NORTH HEMPSTEAD)
  - ✓ PLUMBER MUST BE BONDED WITH THE DISTRICT FOR \$10,000
- ♦ PAY FOR ANY WATER USAGE ON THE WATER METER
- ♦ 48 HOUR NOTICE NEEDED

### **AFTER THE OWNER SUBMITS ALL PAPERWORK AND PAYS ALL FEES:**

- ♦ OWNER MUST SCHEDULE DISCONNECT DATE AT LEAST 48 HOURS IN ADVANCE
- ♦ WATER DISTRICT WILL MARK OUT WATER MAIN AND SERVICE
- ♦ WATER DISTRICT WILL REMOVE METER
- ♦ PLUMBER DIGS OVER MAIN, UNCOVERS CORPORATION COCK
- ♦ PLUMBER REMOVES CURB BOX AND/OR PIT ASSEMBLY
- ♦ IF THERE IS A PIT:
  - ✓ WATER DISTRICT WILL REMOVE PIT COVER
  - ✓ PLUMBER MUST FILL WITH DIRT
- ♦ WATER DISTRICT SHUTS OFF CORPORATION COCK, AFTER OLD SERVICE IS DISCONNECTED DISTRICT WILL CAP CORPORATION COCK
- ♦ PLUMBER MUST BACK FILL AND RESTORE ROAD OPENING

**AFTER ALL OF THE WORK IS COMPLETED, THE WATER DISTRICT WILL ISSUE A "LETTER OF DISCONNECT" FOR THE OWNER TO PRESENT TO THE VILLAGE/TOWN OF NORTH HEMPSTEAD**

**PLEASE CONTACT THE DISTRICT OFFICE WITH ANY QUESTIONS AT:**

**PHONE: (516) 767-017**

**FAX: (516) 767-1145**