



MERIDIAN SERVICE METROPOLITAN DISTRICT  
*Water, Wastewater, Parks and Recreation*  
11886 Stapleton Dr, Falcon, CO 80831  
719-495-6567, Fax 719-495-3349

## METER SET REQUEST

**\*MANDATORY 48 HOURS NOTICE REQUIRED TO PROCESS AND SCHEDULE THIS METER SET\***

**Email Completed Form to [AR@meridianservice.org](mailto:AR@meridianservice.org)**

Date \_\_\_\_\_ TAP RECEIPT # \_\_\_\_\_

Owner Name (if different than Builder) \_\_\_\_\_

Builder Name \_\_\_\_\_

**Builder Contact Information:**

**(Mailing Address)** \_\_\_\_\_

\_\_\_\_\_  
**(Phone)** \_\_\_\_\_

**(Email – Point of Contact for this Meter Set Request)** \_\_\_\_\_

**(Email – Administrative Contact)** \_\_\_\_\_

Tap Location (Address) \_\_\_\_\_

Subdivision/Filing/Lot # \_\_\_\_\_

Date of Scheduled Closing (if Closing has been scheduled) \_\_\_\_\_

Date Requested to Set Meter \_\_\_\_\_

Please Note any Special Request(s) \_\_\_\_\_

**FOR OFFICE USE ONLY:**

1. Meter Set Request received: \_\_\_\_\_ (date/time)
2. Meter Set Request sent to Billing: \_\_\_\_\_ (date/time)
3. Meter Set Work Order dispatched: \_\_\_\_\_ (date)
4. Meter Set Scheduled for: \_\_\_\_\_ (date)
5. LOCATION #: \_\_\_\_\_