	Utilities Monthly Fire Hydrant Meter Reading Submittal	**Effective Date: 12/15/08**

Submit completed form to Charlotte County Utilities:
Fax: 941.764.4557
E-mail: ccusupport@charlottefl.com

Monthly fire hydrant meter reading is to be reported to Charlotte County Utilities Business Services office via fax or e-mail using this form. All information requested must be complete and meter readings (all numbers from left to right) must be submitted by 12 p.m. between the 12th and the 15th of each month. Failure to submit a hydrant meter read will result in CCU obtaining the meter read and assessing a $40 premise visit fee to the account. Failure to provide a reading for two consecutive months will result in the removal of the meter without notification and cancellation of the Agreement.

Company Name: _____ Phone: _____

Contact Name: _____ Fax: _____

Account #: _____ Meter #: _____

Location of Hydrant Meter: _____

Date of Read	Read	Name/Signature of Reader	Date Submitted

Charlotte County Utilities
25550 Harbor View Road
Port Charlotte, FL 33980
Phone: 941.764.4300 - Fax: 941.764.4557