

SYSTEM DEVELOPMENT FEE PAYMENT FORM



The following steps must be completed prior to system development fee payment and meter set requests:

1. Complete the builder section below for applicable lots. Include the lot # and street address.
2. Email this form to CLTWater New Tap Connections. CLTWaterNewTapConnections@charlottenc.gov We will return this form with the premise number(s) and amount(s) due. Our goal is to complete and return within two business days.
3. Prior to requesting a meter to be set, the meter box must be clear from debris, in good condition and the street address must be posted.
If a meter is requested and the site is not ready, an additional service fee will be applied to your account.
It is required that you include this completed System Development Fee Payment Application when making payment.
4. **Please call 704-336-7600 (311) for meter sets (Move In)**

Company / Customer Name:		Phone #:
Contact Name:		Customer #:
Mailing Address:		Email:

<i>Builder/Applicant Section</i>		<i>CLTWater Section</i>		
Subdivision/Lot	Address <small>(If this is a corner lot, write in both addresses)</small>	Premise #	System Development Fees Due*	Check Number
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	
			\$	

***Code Key:**
 LNA/ANS = Water/Sewer lines not approved/Address not in computer system (contact Donated Projects at 704-336-5499)
 Paid = All fees paid. No payment due. (call 3-1-1 or 704-336-7600 to initiate meter setting)

Mail/deliver to:
CHARLOTTE WATER
 New Taps Connection
 5100 Brookshire Boulevard
 Charlotte, NC 28216

Please note that fees are subject to change every July 1