



# WATER COOPERATIVE, INC.

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Toll Free: 866-925-5566



Thank you for choosing E J Water for your potable water supply and for requesting a water main extension to provide your service. We want your construction process to be as smooth and satisfactory as possible.

Water main extensions are like snowflakes; no two are exactly the same. However, there are standard procedures and government regulations we must follow to provide you with a safe potable water supply and the following guidelines may help you to understand what to expect now that you have requested a water main extension.

## **EXTENSION CONSTRUCTION PROCEDURES:**

- An agreement to proceed with a preliminary cost estimate is filed with EJ along with payment in the amount of \$200.00
- An EJ representative visits your site to examine the construction areas, determine placement for the proposed water main, take measurements, and calculate project costs with a preliminary construction estimate.
- A Residential User's Contract is mailed to you stating estimated cost of construction and a request for payment of half of the amount of estimate cost.
- When EJ receives the signed Residential User's Contract and half of the estimated cost, necessary easements and permits are then ordered. This may take 30-60 days or more.
- Right of way Easements will be mailed to you in order for you to obtain signatures. These must be notarized. If the land owners are not able to sign in the presence of a notary, they may call the EJ Water office and a notary from the office will meet with them.
- Once government permits are obtained and easements are executed, construction is scheduled to begin, depending on the weather.
- When the contractor is ready to begin construction, the required J.U.L.I.E.'s (existing utilities identification) are requested for buried utilities to be located and marked.
- After J.U.L.I.E.'s are performed, construction may begin.
- The water main is installed, flushed, and treated. A water sample is tested by the state and an Operating Permit is issued to EJ to begin your service. The second half of your payment is due before your meter can be set.
- After construction is finished and the trench has settled over the water main, cleanup may be done. The trench will be leveled, brush or debris will be removed, and grass will be seeded. Several variables are involved with the cleanup, depending mainly on the time of year that construction is done.

Please contact our office if you have any questions about EJ Water, easements, or water main construction using our toll-free number, (866) 925-5566. Normal office hours are Monday-Friday from 8 a.m.-4 p.m.