



## CONSTRUCTION-METER INFORMATION

### City of Grapevine

1. Meter readings need to be turned in before the **5<sup>th</sup>** day of the month or the next business day if the 5<sup>th</sup> falls on a holiday or weekend. If the readings are **not submitted** by the 5<sup>th</sup> of the month, **a \$50 penalty will be assessed on the account**. Payments are due by the 5<sup>th</sup> of each month and will be assessed a 10% penalty if not received by the due date.
2. Construction-meter accounts will also be charged a rental fee of \$30 per month for the use of the meter. The fee will be charged 90 days after the account has been opened. This will be in addition to the required minimum bill and volume charge. Failure to include the rent with the payment will cause loss of the right to use the meter, and the meter must be returned to the city.
3. Readings may be submitted by telephone (817-410-3171), fax (817-410-3032), emailed to [billing@grapevintexas.gov](mailto:billing@grapevintexas.gov) or in person at the Service Center at 501 Shadybrook Drive in Grapevine.
4. Meters must be brought to the Service Center at 501 Shadybrook Drive in Grapevine for inspection by the last day of each calendar quarter.
- 5. Meters returned after the 5<sup>th</sup> of the month may not receive final billing until the following month.**

**To turn meter in** – Deliver to the Service Center at 501 Shadybrook in Grapevine between the hours of 7am and 4 pm Monday thru Friday.

