

Secondary Meter Installation Checklist

Now that you have your secondary meter...

Use this checklist to complete the process*.

(Follow the steps in order)

- 1. Have plumbing changes made and meter installed.
- 2. Schedule your inspection at www.BSAonline.com, you will need your permit number.

My permit number is: _____

- 3. Installation approved by plumbing inspector
- 4. **After inspection approval**, call DPW – Water & Sewer Division at **(248) 594-2800** within 24 hours to schedule remote wiring of meter.

* The process must be completed within 30 days of meter purchase. If the 30-day deadline cannot be met, you must call the DPW – Water & Sewer Division with an estimated date of completion.