

**VILLAGE OF HOFFMAN ESTATES**  
**DEPARTMENT OF PUBLIC WORKS**  
**2024 Tanker Permit Application**

**PLEASE READ THE FOLLOWING INSTRUCTIONS BEFORE SIGNING:**

**CURRENT FEES AS OF JANUARY 1, 2024** (rates are subject to change):

<b>CURRENT WATER RATE:</b>	\$29.14/1000 gallons
<b>WATER DEPOSIT:</b>	\$291.40
<b>PERMIT FEE:</b>	\$25.00
<b>3" HYDRANT METER:</b>	\$2,000.00 (Refundable)
<b>5/8" HYDRANT METER:</b>	\$200.00 (Refundable)
<b>HYDRANT WRENCH:</b>	\$60.00 (Refundable)

**FOR OFFICE USE ONLY:**

App. Approved By: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Permit #: \_\_\_\_\_  
Permit Exp. Date: \_\_\_\_\_  
Meter Serial #: \_\_\_\_\_  
Begin Meter Read: \_\_\_\_\_  
Pick-up Date: \_\_\_\_\_  
Deposit Received: \_\_\_\_\_

- All payments must be made with a check payable to the Village of Hoffman Estates.
- A signed application must be received by VoHE Public Works at least one (1) business day prior to permit pick-up.

Meter readings are required at each fill up, both a beginning and ending reading. Water usage log sheets will be provided. Readings may be brought in person to the Public Works Center, faxed, or emailed. If water usage is unknown, a deposit for 10,000 gallons will be required.

- The tanker truck must be inspected by a Village Public Works employee before the 1<sup>st</sup> fill up.
- Permit must remain in the tanker truck at all times until project completion or permit expiration date.
- The tank must be equipped with backflow device or air gap.
- Only a hydrant wrench may be used to operate the hydrant.
- The hydrant must be turned on slowly all the way when in use and shut down slowly when finished.
- Hydrant fill up location is only at 2305 Pembroke Avenue, Hoffman Estates, IL 60169.

The contractor is responsible for all costs for repair damages. Any misuse of the meter, hydrant, or non-compliance with these instructions will result in the immediate cancellation of the permit and loss of deposit.

Within three (3) business days following the permit expiration date, a new permit application and permit is required. A penalty of \$25 per day will be imposed for any water usage beyond the permit expiration date. Any water usage beyond the permit expiration date will be considered theft and reported to the Police Department.

**CONTRACTOR SIGNATURE:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Contractor's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Primary Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Hydrant Purpose: \_\_\_\_\_

Hydrant Location: \_\_\_\_\_

Are you working for VoHE?  YES  NO **Date Meter/Permit Needed By:** \_\_\_\_\_

Internal VoHE Contact Person: \_\_\_\_\_