

Shutting Your Water off When You Will Be Away And Turning It on When You Return

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1. When you leave, locate the circuit breaker for your water heater and turn it off.

2. Locate your meter box which should be close to the road. The metal tag on the meter box lid shows your Division and Lot Number.



3. Remove the lid. The shutoff valve is on the left and the meter is on the right in the picture on the right.



4a. Turn the water off.

With a pair of pliers, vice grips, a crescent wrench or a shutoff wrench, turn the shutoff valve (as shown on the right) so that the holes align.

or



4b. Turn the Water on.

With a pair of pliers, vice grips, a crescent wrench or a shutoff wrench, turn the shutoff valve (as shown on the right) so that the holes are not aligned.



5. When you return, locate the circuit breaker for your water heater and turn it on.

Some Helpful Tips about Your Water Hookup

The image below shows your water meter:



The 7 digit display at the bottom of the meter shows your current reading in tens of gallons. The needle shows from one to 10 gallons and provides the units digit when reading. The meter reading is not reset when it is read each month, but is recorded for use when the meter is next read.

1. Freezing Weather Warning: if you are going away and turning the water off, drain the water from your system and from your hot water heater after you have turned the water off at the meter and turned off the water heater's circuit breaker. When you return make sure all the faucets are turned off before turning the water back on at the meter.
2. The small dial to the left of the meter center labeled *Teltale* rotates once per gallon of water used. This can be used to determine if you have a leak (such as a leaking toilet flush valve, toilet flapper valve or sprinkler system). It is a good idea to check this after you have turned the water back on (and after letting the pipes and water heater fill) after being away.
3. Keep your meter box clear of anything which obscures it, so that the meter reader may locate it and open it for reading. This should include keeping brush, bushes, cars and grass clippings from hiding the meter box.