

VILLAGE OF HOFFMAN ESTATES
DEPARTMENT OF PUBLIC WORKS
2025 Tanker Permit Application

PLEASE READ THE FOLLOWING INSTRUCTIONS BEFORE SIGNING:

CURRENT FEES AS OF JANUARY 1, 2025 (rates are subject to change):

WATER RATE 1/1 – 4/30:	\$29.14/1000 gallons
WATER RATE EFFECTIVE 5/1:	\$30.88/1000 gallons
WATER DEPOSIT:	\$308.80
PERMIT FEE:	\$25.00
3" HYDRANT METER:	\$2,600.00 (Refundable)
5/8" HYDRANT METER:	\$200.00 (Refundable)
HYDRANT WRENCH:	\$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 1st 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: _____