



City of
Richmond

**Application for Use of
City Fire Hydrant**
Engineering and Public Works Division
6911 No. 3 Road, Richmond, BC V6Y 2C1

richmond.ca

Applicant: _____

Applicant's Address: _____

Applicant's Email: _____ Tel. No.: _____

On-Site Contact Person: _____

Contact's Email: _____ Tel. No.: _____

Location or Address of Fire Hydrant (must be City-owned hydrant): _____

Purpose: _____

Approximate Period of Use: _____ Date Required: _____

Used on Weekends or Stat Holidays: ☐ Yes ☐ No

Size of Backflow: ☐ 3/4" ☐ 1" ☐ 1 1/2" ☐ 2 1/2" (Backflow is "male end" – BC Standard threads)

Date: _____

Signature of Applicant _____

Extension Date(s): _____

To be Completed by City Hall – Permits Department

Applicable Rate: Trans Code 4114. Flat usage rate of \$240.00 for first day; \$79.00 for each consecutive day thereafter.

Sent to: ☐ Fire Department ☐ Waterworks (2) ☐ File 6650-04 (Clerks)

Amount Paid: _____ Receipt No.: _____ Date: _____

Amount Paid: _____ Receipt No.: _____ Date: _____

To be Completed by Waterworks Department

Date Backflow Installed: _____ Date Backflow Removed: _____

Applications for film related use to be submitted through email to filloffice@richmond.ca.

Applications for all other uses to be submitted through email to permitsinfo@richmond.ca.

Payment can be made via cheque, debit or credit card (credit cards have an additional 2% service charge added) at Richmond City Hall – Customer Service Permits at 6911 No. 3 Road, Richmond, BC V6Y 2C1. Cash is not accepted at City Hall.

NOTE: 24 hours' notice is required for new installations and extensions. An additional hook-up fee of \$240.00 will be charged if 24 hours' notice is not given for an extension.

For inquiries or alternate payment options, contact Customer Service Permits Section at 604-247-4638.