

HOW TO READ YOUR METER & CHECK FOR A LEAK

City of Blue Ridge Water & Sewer will recheck your meter for you upon request. If meter reading is found to be correct a \$25 service fee will be added to your account. If the reading is not correct then there will not be a fee. To help you avoid this fee, we have instructions below to help you check your own meter.

To help you understand how much water your home or business uses, you will want to know how to read your meter. This also will help you to identify leaks and discover ways to conserve water.

Step 1: Find your meter box, which is typically located in the front of the property near the street. Carefully remove the lid by using a tool such as a large screwdriver. Insert the tool into one of the holes and pry the lid off. Meters are read electronically each month, so you may have to clean out some debris to get a manual reading.



Step 2: Once you open the meter box lid, lift the protective cap on the meter. On the face of the meter there is a large dial and a display of numbers. Read the number display from left to right. This is your meter reading. All of our meters measure water in gallons. Charges for the amount of water consumed are based on the number of gallons you use during a billing period. Compare that reading to what your bill states as your current or present reading.



Next Steps: Keep in mind that you might be checking your meter on a date different from the one used for billing. This could result in a difference in the amount you find, compared with the amount on which your bill is based. Please look at the date the meter was read on your bill. If you read your meter after that date, then the reading should be higher. This would indicate that the reading on your bill is correct. If your usage is unusually high then try to remember if you had any circumstances during the reading period that would affect your usage (running toilet, pressure washing, outdoor watering, or pool fillings). Otherwise, a high usage **could** be the result of a leak. You can check this by first getting a reading on your meter, then instructing everyone at the location not to use any water (it is best if everyone is gone during this time). Wait for a period of at least 2 hours and then take another reading. If the reading changes and no one has used any water, then you may have a water leak.