

How to Find Your Meter Type and Request a Final Bill

In order to take a final reading, first you will need to know the type of meter on the property. This information can be found in the upper right hand corner of your quarterly water bill. Once you have this information you can submit the [Request for Final Water Bill](#) form along with the necessary pictures of your meter. A sample meter type is highlighted here:

SERVICE INFORMATION	
Account Number:	1234567890
Service Address:	123 ANY ST.
Service Period:	12/05/2019 to 02/25/2020
Previous Read:	1122A
Current Read:	1132A
Consumption:	10
Yr Ago Cons:	12
Meter Type:	VISUAL

BILLING INFORMATION	
SEWER AMOUNT DUE	\$71.80
WATER AMOUNT DUE	\$37.10
ADMIN FEE DUE	\$12.00

The meter types “RADIO”, “T-PAD”, and “REMOTE” will only have an inside meter. Those meter types will require the meter reading and a picture of the both the meter showing the reading and the meter’s serial number. The meter type “VISUAL” meter has both an inside and outside reading – one on the meter inside and one on the reading device outside. You will need to provide a reading off of both the meter and reading device, pictures of each and of the inside meter’s serial number.

The outside reading device is a small box, pictured below, and will be near the inside meter’s location on the exterior of the home and connected by a wire:



If you are unable to determine the meter type on your property, or otherwise need our assistance, please call Water Service at 248-246-3160.



**City of Royal Oak
Request for Final Water Bill**

Service Address _____

Is this being requested for a Sale or Rental? _____

Inside Meter Reading _____ **Outside Reading** _____

(First 4 numbers to the left, including any leading zeros) (If Applicable) If unknown, please call

Inside Meter Serial # _____

Meter Read Date _____

Requestor's Name _____

Requestor's Phone Number _____

Send Final Bill to:

Email _____

Or Mailing Address _____

Please allow 24 to 72 hours for our staff to process a final bill. Also please note that the Direct Payment (ACH) option will be cancelled when a Final Bill is processed for a sale.

Please Return this form along with the REQUIRED pictures of the water meter, depending on meter type to WATERMAIL@ROMI.GOV

Contact Water Service at 248-248-3160 if you have any questions.