**How to Read Your Water Meter**

To understand how much water your home or business uses, it could be useful to know how to manually read your meter. Reading your meter will also 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 and is usually housed in a black plastic or cement box with a black plastic lid. Carefully open the lid by hand or with the aid of a prying tool, such as a large screwdriver, and slowly remove the lid entirely. **Be careful!! The lid is attached to an antenna, which is attached by wires to the meter device, itself.** (The wiring is long enough to allow for complete removal of the lid, but watch out for wiring that may have become tangled.)

**Step 2:** Once you’ve removed the meter box lid, lift the protective cap on the meter. On the face of the meter there is a large display dial of numbers.

**Step 3:** Read the number display from left to right. These numbers show the total number of gallons that have passed through the meter since its installation. To figure your usage, subtract the prior reading from this current reading.

For billing purposes, only the first five numbers are used (from left to right: all four white dials and the first black dial) and expressed as, “thousands of gallons.”

**EXAMPLE:**

Let’s say that in Month #1, your meter looked like this: 00521702

This gives us a reading of 52.1 thousands of gallons. (There is no rounding.)

Now, in Month #2, your meter looks like this: 00583406

This gives us a reading of 58.3 thousands of gallons.

Now we subtract: 58.3 - 52.1 = 6.2 thousands of gallons

Your meter may look like either one of these, but both are read in the exact same way.