EAST COCALICO TOWNSHIP AUTHORITY
DAILY WATER USAGE CHART

Use this chart as a guide to see how much water you are using throughout the day.

** The water meter is typically located in your basement where the water line enters your home. It has a black, flip-top lid with a copper-colored base. To read the water meter, you must open the lid to see the register.

** There is a stationary zero at the end of the register, so when writing the numbers down, be sure to include a zero at the end of the reading.

Instructions:

1. The A.M. meter reading should be taken first thing in the morning before any water is used.
2. Throughout the day, record the meter readings for each task performed. If you perform the task more than once a day, record the number of times it is performed. The extra rows in the chart are to be used to record other water-using tasks not listed.
3. To calculate the gallons used for each task, subtract the first reading from the second and then multiply that number times the number of times the task was performed.
4. The P.M. meter reading should be taken at night right before going to bed.
5. Subtract the A.M. meter reading from the P.M. meter reading to get the total gallons of water used during the day. This number should closely compare to the total number of gallons you calculated using the chart below. Keep in mind that not every gallon will have been accounted for (washing hands, brushing teeth, hand washing dishes, etc.)

Date: _____

Meter Reading A.M.: _____ Time of Reading: _____

	READING ON WATER METER BEFORE TASK	READING ON WATER METER AFTER TASK	NUMBER OF TIMES TASK PERFORMED	GALLONS USED
SHOWER (Person #1)				
SHOWER (Person #2)				
BATH (Person #1)				
BATH (Person #2)				
TOILET #1 FLUSH				
TOILET #2 FLUSH				
DISHWASHER				
WASHING MACHINE				
			TOTAL GALLONS USED	

Meter Reading P.M.: _____ Time of Reading: _____

TOTAL GALLONS USED (P.M. Meter Reading minus A.M. Meter Reading): _____