



SPRINGFIELD UTILITY BOARD
 1001 MAIN STREET
 SPRINGFIELD, OR 97477
 PH: 541-726-2395
 FAX: 541-726-2399

RESIDENTIAL ELECTRIC SERVICE CONSTRUCTION REQUEST FORM



DEVELOPMENT INFORMATION

TYPE OF FACILITY:	Single Family [] Duplex [] Accessory Dwelling Unit/ADU [] Other [] _____	SQUARE FOOTAGE: _____
PROJECT/CUSTOMER NAME:	PERMANET SERVICE REQUEST DATE:	
SERVICE ADDRESS:	TEMPORARY SERVICE NEEDED? Yes [] No []	

CUSTOMER CONTACT & BILLING INFORMATION

NAME:	COMPANY NAME:		
MAILING ADDRESS:	CITY/STATE:	ZIP:	
PHONE:	CELL:	FAX:	E-MAIL:

CONTRACTOR CONTACT INFORMATION

CONTRACTOR NAME:	COMPANY NAME:		
MAILING ADDRESS:	CITY/STATE:	ZIP:	
PHONE:	CELL:	FAX:	E-MAIL:

ELECTRICAL SERVICE INFORMATION

120/240 V SINGLE PHASE: OVERHEAD [] UNDERGROUND []		PANEL SIZE: _____AMPS	
EQUIPMENT	LOAD (kW)	DETAILS	
Primary Heating		Gas []	Electric [] Other Describe:
Range/Oven		Gas []	Electric [] Other Describe:
Dryer		Gas []	Electric [] Other Describe:
Water Heater		Gas []	Electric [] Other Describe:
Air Conditioning		Ductless []	Describe:
Hot Tub		Describe:	
Lighting		Describe:	
Motors HP		Describe:	
EV Charger		Describe:	
Other Major Loads		Describe:	

REQUIREMENTS

1. Electrical plans showing the breakdown of load types, motor/welder/HVAC sizes and total connected load.
2. A scaled site plan showing preferred ground level service & meter locations is required.
3. Paving and sewer plans if applicable.
4. Meter Location: **Street-side exterior, or within 2 feet (24 inches) of the street-side exterior.** ESD0090

AGREEMENTS

IMPORTANT: If the above data changes such that the design needs to change, there may be additional costs and a new application will be required.

SIGNATURE

(Must have signature to process)

SIGNATURE:	DATE:
------------	-------