



Post Office Box 369 Marietta, Georgia 30061 (770) 429-2100

## REQUEST FOR PERMANENT SERVICE & UNDERGROUND ELECTRIC SERVICE AGREEMENT

(Subdivision Construction)

- The owner/developer/builder assumes all liability for damage to facilities not properly located, marked or identified.
- This includes all facilities installed but not limited to septic/sewer, water lines, sprinkler systems and/or other utilities, and is the responsibility of the owner/developer/builder to properly identify all these facilities.
- Cobb EMC will make every reasonable effort to avoid damage to such facilities.
- Locate marks should be maintained and visually evident when the installation of electric lines begins.
- Access to the property must be available, including a clear 10-foot path within property lines. If unable to provide, contact Cobb EMC's engineering department at 770-429-2200.
- Cobb EMC will not be liable for damage to retaining walls, driveway, sidewalks, lawns, or flowerbeds if they are in the direct path of the construction of the electric lines and in the agreed upon service corridor.
- Meter bases with broken or missing parts after County inspection approval will be subject to charges.
- **\*Should crew determine the service request is "Unable to Work" for any of the reasons below, a \$125.00 Unnecessary Trip Charge may be assessed.**
- **Meter Base wired on opposite side of Cobb EMC Stub-up (Builder will be assessed a \$1,700.00 fee)**

*Please print:*

Subdivision name: \_\_\_\_\_ Lot: \_\_\_\_\_  
 Address: \_\_\_\_\_ County: \_\_\_\_\_  
 Account name: \_\_\_\_\_

*Please initial and fill out the below fields:*

Lot is at final grade \_\_\_\_\_ **Panel size** \_\_\_\_\_  
 Path is clear and will remain so for 10 working days \_\_\_\_\_ Square footage \_\_\_\_\_  
 Meter base is securely mounted \_\_\_\_\_ Gas or total electric \_\_\_\_\_

**\*Failure to initial and fill out the above fields will result in needing to resubmit the form which can delay process of your order.**

Disconnect and retire existing temporary: Yes \_\_\_\_\_ No \_\_\_\_\_

Authorized representative: \_\_\_\_\_  
 (Print Name/Title)

Contact numbers: Phone \_\_\_\_\_ Fax \_\_\_\_\_  
 Signature \_\_\_\_\_ Date \_\_\_\_\_

**Builders or developers requesting new service for power in underground subdivisions must complete the forms and submit ONLINE.**

Phone Number: 770-429-3310 Email: memberservices@cobbemc.com \* Please allow **(3)** business days for document processing  
 Construction Status: inquiries should be directed to Operations Support @ 770-429-2210

Cobb EMC use only		Date:
SERVICE ORDER: Connect perm		Disconnect temp:
ACCOUNT#		
WORK ORDER#		
GAUPC LOCATE TICKET#		
DAMAGES:		
FOREMAN:		Date:

**Please submit your completed form(s) electronically to [memberservices@cobbemc.com](mailto:memberservices@cobbemc.com)**