



Eugene Water & Electric Board
 4200 Roosevelt Blvd
 Eugene OR 97402
 541-685-7000
 www.eweb.org

Please complete this form and send to:
EWEB Building & Renovation Services
Phone/Fax: 541-685-7086
E-mail: BuildingandRenovation.Services@eweb.org

For EWEB Use Only:
Account #: _____
Address: _____
WAM Request Numbers listed below

Temp. Electric:
Pull Temp:
Perm. Electric:
Bill Temp/Perm Electric:
Water:

New Service Request Form

Date: _____
 Responsible Party Name: _____
 Responsible Party E-mail: _____
 Responsible Party Phone: _____
 Responsible Party Mailing Address: _____

<p>Service Address: _____ Building Permit Log #: _____ Application Type: _____ Subdivision Name: _____ Subdivision Lot #: _____</p>	<p>Contractor Business Name: _____ Contact Name: _____ Contact E-mail: _____ Contact Phone: _____</p>
---	---

Information Needed to Request New or Changes to Electric Service (please check all that apply)

- Permanent Service
 Temporary Service
 Temporary and Permanent
 Overhead Service
 Underground Service

Electric line extension design and installation charges will be estimated by the assigned EWEB Electric Distribution Engineer.

Trench Inspection Contact Name: _____
 Trench Inspection Contact Phone: _____
 Electrician Name: _____
 Electrician Phone: _____

Wire pull name and phone is the same as electrician
 If Other, Wire Pull Name: _____
 If Other, Wire Pull Phone: _____

Information Needed to Request New or Changes to Water Service (please check all that apply)

- <1” Meter 1” Meter 1 1/2” Meter
 2” Meter Larger than 2” Meter: _____ Inches
 Fire Line Size: _____ Inches

A summary of Water Service Installation Charges and Water System Development Charges can be viewed on the [Customer Service Policy, Pricing and Glossary Appendices](#).

Please attach the backflow prevention agreement that applies to your project:

- [Residential Backflow Prevention Requirements Letter](#) is attached
 [Commercial Small Services Backflow Prevention Requirements Letter](#) is attached

1 1/2” Meters and larger will receive a backflow prevention requirements plans letter from the assigned Water Engineering Technician

- This building has multiple water services

Note that EWEB requires a water service verification field test on each building served by multiple water services before the account may be taken out of the builder’s name. The appointment must be made a minimum of 24 hours before the date requested for the field test. To make a verification field test appointment please call Building & Renovation Services at 541-685-7086.

Reminder: per Oregon Dig Law [OAR 952-001-0090] you must call 811 for utility locates two business days before excavation is to begin. This includes excavation for Temporary meter poles and pedestals. Visit DIGSAFELYOREGON.COM for more information.



<input type="checkbox"/> Temporary Hydrant Water Meter Purpose of temporary water meter:
Requested location:
The only meter size available is 3”. Temporary Water Service Fees: <ul style="list-style-type: none"> • \$4,625 Equipment Security Fee (fully refundable if equipment is not damaged when pulled) • \$100 Meter Installation & Backflow Testing Fee • Monthly Basic Charge for 3” Meter • Monthly General Service Volume, Pumping & Delivery Charges (determined by location) • Parts and labor costs for damage or loss of equipment
<ul style="list-style-type: none"> • To speed up processing please fill out the temporary water meter agreement and submit it with this request form.

Additional Information:

Responsible Party Printed Name: _____

Responsible Party Signature: _____

Date: _____