



## HOMEOWNER REQUEST FOR SERVICE DISCONNECT/RECONNECT

2345 River Road  
The Dalles, OR 97058  
Ph: (541) 296-2226  
Fax: (541) 298-5407

Date: \_\_\_\_\_

Owners Name: \_\_\_\_\_ Address of Disconnect: \_\_\_\_\_

Owners Phone Number: \_\_\_\_\_ Date of Disconnect Requested: \_\_\_\_\_

Before scheduling the requested disconnect, the owner shall provide a copy of the electrical permit issued by the local department of building codes and attached to this document.

The reconnect request will be scheduled only after receiving notice of building codes approval.

Work performed outside of normal business hours (Monday through Friday 7AM – 3 PM), District observed holidays and weekends, the customer requesting the work shall reimburse the District actual costs that may include but not limited to overtime, overheads and materials.

The customer's wiring and meter base shall be installed in conformity with District specifications and all applicable local, state and federal standards. State regulations require that all new services (except temporary and irrigation services) and existing service that have been disconnected to allow work to be performed on them must be inspected by the electrical inspector or the District must have received a written request from a licensed supervising electrician before the service can be energized. The District also requires that any service that has been disconnected for more than twelve months or that, in the opinion of the District, does not meet code be approved by the electrical inspector prior to connection.

The District may disconnect service or may refuse to connect service when the customer's wiring or facilities are known to be unsafe to the customer or others.

Reference NWCPUD Customer Service Policy #17: <https://www.nwascopud.org/wp-content/uploads/customer-service-policy.pdf>

### **An Electrical Permit is Not Required When You:**

- Replace broken or damaged electrical outlets, light fixtures, and light switches with a like replacement.
- Replace approved fuses.
- Replace light bulbs and fluorescent tubes.
- Replace an existing garbage disposal, dishwasher, electric water heater, or similar appliance of 30 amps or less.
- Install coaxial cable for cable television (CATV); however, it must be listed as the proper type of insulated wire for the project.
- Replace an existing doorbell.

If you are still not sure if you need a permit, check out <http://www.permitsprotect.info/homeowners/do-i-need-a-permit/index.htm>, Building Codes Division, 1535 Edgewater St. NW, P.O. Box 14470, Salem, OR 97309-0404

Owners Signature: \_\_\_\_\_ NWCPUD Employee Name: \_\_\_\_\_

Make a copy for the customer and attach the original to the created Service Order including the permit.