



## ELECTRICAL PRE-POWER APPLICATION PROCEDURES

ELECTRICAL PRE-POWER APPLICATIONS ARE PROVIDED TO THE CITY FOR ALL COMMERCIAL PROJECTS REQUESTING INSPECTION AND APPROVAL OF THE ELECTRIC SERVICE TO BE ENERGIZED PRIOR TO COMPLETION OF THE ELECTRICAL SYSTEM. THE REQUEST MAY BE FOR TESTING, EQUIPMENT STARTUP AND OTHER REASONS AS NEEDED BY THE CONTRACTOR AND ELECTRICIAN. THE FEE FOR THIS SERVICE IS \$50.00.

THE CONTRACTOR MUST SUBMIT THE PRE-POWER APPLICATION FOR THE INSPECTION AND RELEASE APPROVAL TO BE FORWARDED TO PROGRESS ENERGY.

THE PRE-POWER APPLICATION FORM IS AVAILABLE ONLINE AND AT THE BUILDING DEPARTMENT COUNTER.

THE GENERAL CONTRACTOR, ELECTRICAL CONTRACTOR AND BUILDING OWNER MUST **ALL SIGN** THE FORM AND HAVE **EACH OF THEIR SIGNATURES NOTARIZED** (THREE SEPARATE FORMS WITH ONE OF THE SIGNED AND NOTARIZED SIGNATURES ON EACH IS ACCEPTABLE).

THE ELECTRICAL SYSTEM MUST BE IN A SAFE CONDITION AND THE DISCONNECTING MEANS CAPABLE OF BEING LOCKED AND SECURED FROM UNAUTHORIZED PERSONNEL.

THE **PRE-POWER APPLICATION MAY BE SUBMITTED AT ANY TIME BEFORE** A REQUEST FOR THE PRE-POWER INSPECTION. IF THE INSPECTION IS APPROVED AND THE SIGNED AND NOTARIZED APPLICATION HAS BEEN SUBMITTED TO THE BUILDING DEPARTMENT, THE POWER COMPANY WILL BE NOTIFIED TO RELEASE POWER TO THE SERVICE.

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