



# CATAWBA COUNTY SERVICE AGREEMENT FOR TEMPORARY UTILITIES

25 Government Dr., Newton North Carolina (physical address)  
P.O.BOX 389, NEWTON, NORTH CAROLINA 28658  
NEWTON OFFICE NUMBER: (828) 465-8399

[www.CatawbaCountyNC.gov](http://www.CatawbaCountyNC.gov)  
[permitapps@catawbacountync.gov](mailto:permitapps@catawbacountync.gov)

Permit # \_\_\_\_\_ Address \_\_\_\_\_

I, \_\_\_\_\_ request Temporary Connection of the following utilities:

- Power     Heat/ Cooling (If gas connection, please identify the fuel source.)     Propane     Natural Gas

**Each electrical service or gas meter to be connected is considered a separate request and subject to a separate fee.  
Apartment complexes will be evaluated based site situation.**

I understand that if utility connections remain in use beyond 30 days from the date of inspection approval the General Contractor (GC) will be billed monthly per County Fee Schedule. I understand that only those circuits and mechanical units that have been inspected and approved by the building inspector will be energized. I understand that the building must be constantly supervised or will be securely locked when it is not supervised. I have confirmed that the Electrical and HVAC contractors have been notified and are ready for the systems to be energized as attested below. I understand that the requirements listed on the reverse of this form apply and must be in place prior to approval of the Temporary Electrical and/or Temporary Heat/Gas:

I hereby release and agree to indemnify, save and hold harmless Catawba County and its employees and the Utility Power Company from any and all liability due to or arising from Catawba County causing the electrical service to the above-mentioned premises being connected based on this request or disconnected due to violation of this agreement. Temporary service is issued solely as a courtesy for the completion of construction and the building is not to be occupied until a certificate of occupancy is issued. Any violation of the above will automatically void temporary service.

**\*\*\*Please refer to the back of this form regarding Policy/Procedure for Temporary HVAC/ Electrical connection(s)\*\*\***

**I understand that the responsible agent for the purpose of signing this form will be the GC of record for the project. The GC is responsible for Administrative fees unless otherwise arranged and agrees to set up a billing account with Catawba County Finance Department for renewal of agreement, if needed.**

I, hereby apply for temporary use of the noted utility to the structure identified above. **I authorize billing of all renewals, if required, to the following active Catawba County billing account number \_\_\_\_\_.**

General Contractor (Business Name) \_\_\_\_\_

General Contractor Signature \_\_\_\_\_

Printed Name \_\_\_\_\_ Title \_\_\_\_\_

As electrical contractor, I hereby certify that the electrical system is ready to be placed in service.

Electrical Contractor (Business Name) \_\_\_\_\_

Electrical Contractor Signature \_\_\_\_\_

Printed Name \_\_\_\_\_ Title \_\_\_\_\_

As mechanical contractor, I hereby certify that the mechanical system is ready to be placed in service.

Mechanical Contractor (Business Name) \_\_\_\_\_

Mechanical Contractor Signature \_\_\_\_\_

Printed Name \_\_\_\_\_ Title \_\_\_\_\_

**Please ensure the following requirements have been satisfied prior to requesting an inspection for the temporary connection of the building or system to the utility source of energy, fuel or power. (This is not a final inspection of the building or any of the service systems):**

**\*\*\*Additional information available at Catawba County's web site: [www.catawbacountync.gov](http://www.catawbacountync.gov)\*\*\***

### **Temporary Electrical Requirements**

**All the following requirements apply and must be in place to receive approval for Temporary Electrical Service:**

1. All electrical wiring and devices shall be properly terminated with wire nuts and recessed into electrical device boxes (this does not require junction box covers). Electrical wiring or devices likely to be energized shall not be open to contact by construction personnel.
2. Be prepared to perform a witness test of continuity with the code enforcement official at all subpanels to insure grounded conductors are isolated from the grounding system. (Art. 250.6 Objectionable current over Grounding System.)
3. Verify over-current protection, ungrounded conductors, grounded conductors, bonding jumpers, grounding electrode conductors and grounding conductors at all panel-boards to be energized are installed properly.
4. All 125volt single-phase branch circuits requested for use that supply receptacle outlets shall have ground-fault interrupter protection for personnel from its point of origin. (If branch circuit is installed in a metallic raceway GFCI protection may be provided at outlet).
5. Ensure the electrical system is capable of being secured (in a lockable manner) and when unsecured is under constant supervision by the responsible agent or electrical contractor. Locking the electrical service disconnects or the room containing the electrical service can satisfy this requirement. If the service is in an open area all doors entering the area or building shall be provided with locks.
6. Provide signage at all entrance doors to the building warning that temporary power has been connected to the building and is in use. This signage must be in both English and Spanish.

### **Temporary Heat/ Cooling Requirements**

**All heating/cooling units to be placed in operation shall have the following items inspected for compliance, if applicable.**

- \*All duct work for supply and return in place and sealed
- \* Vent system (Products of combustion)
- \* Appropriate amount of combustion air is provided.
- \* Gas lines shall be pressure tested and inspected.
- \* Water lines shall be pressure tested and inspected if geothermal or coil supplied by a hot water heater.
- \* Condensate traps and lines in place and inspected.
- \* Electrical circuits installed with appropriate disconnect, over-current, equipment grounding, conductors and raceways
- \* Refrigeration lines shall be inspected with appropriate pressure certification tests.
- \* All gas tubing shall be labeled per gas code prior to temporary heat inspection.
- \* Approved temporary electrical power is a prerequisite for temporary heat. (This can be scheduled simultaneously with temporary electrical.)

**No occupancy of any kind (persons, furnishings, etc.) shall be allowed during this period, without prior approval of the Code Enforcement Official.**

***\*\* If there is any violation of this agreement, this service shall be disconnected without prior notice to the participants. This shall be done without any obligation of responsibility on the part of the Code Official or Catawba County.***

# **PRECAUCIÓN**

**SISTEMA ELÉCTRICO ENERGIZADO**

**CAUTION**

**ENERGIZED ELECTRICAL SYSTEM**