

Ketchikan Public Utilities Service Checklist

- Contact KPU Electric for electric service information, (907) 225-5505.**
- Complete and submit the Electrical Service Request form to KPU Electric electric.request@ktn-ak.us or 1065 Fair Street**
- Schedule and complete onsite visit with KPU personnel, (907) 225-5505.**
 - Have a KPU approved service route and entrance location.
 - Obtain utility easement agreement if required, (see page 3 of the Electric Service Manual, for more information).
 - KPU is not responsible for requesting, negotiating, completing, or recording a utility easement agreement.
 - All utility easement agreements must be filed with the Alaska Department of Natural Resources; please contact the Juneau Recorder's Office, (907) 465-2514
- Submit copy of site plan to KPU Electric.**
 - Commercial Accounts - Provide copies of submitted drawings and site plans.
- Obtain Zoning/Building Permits and address assignment if required.**
 - Outside City Limits, contact Ketchikan Gateway Borough Planning and Community Development Department. (907) 228-6610.
 - Within City Limits, the City Building Officials at the City of Ketchikan Public Works Department, (907) 228-4727.
- Visit KPU Customer Service, 2417 Tongass Ave, Suite 119D. (907)225-1000**
 - Pay Estimate provided by KPU Electric Division.
 - **If you are installing new electrical service or adding additional meters to an existing service:** Setup a new electric service account. *Please bring a copy of your address assignment and zoning permit with you.*

****If upgrading existing service, please contact KPU Electric to have service drop disconnected. ****

- Obtain an inspection**
 - Within City Limits, contact City Building Officials for a Blue Tag, (907) 228-4727. After approved inspection, contact KPU Electric when ready for connection and meter installation, (907) 225-5505.
 - Outside City Limits, Contact KPU Electric to verify the electric service is ready for connection, (907) 225-5505.

RESIDENTIAL ELECTRICAL SERVICE REQUEST

Submit completed form to KPU Electric electric.request@ktn-ak.us or 1065 Fair Street

Customer Information

Name: _____

Address or Location of Service: _____

Mailing Address: _____

Email Address: _____ Phone Number: _____

Contractor Information

Contractor Name: _____

Point of Contact: _____ Phone Number: _____

Type of Request

New Service ---- Will this be your new permanent personal residence? Yes No

Relocation Upgrade Overhead/Underground Conversion

Will temporary construction power be needed?

Yes No

Electrical Service Information

Overhead Underground Combination Overhead/Underground

Service Size:

100 Amp 200 Amp 400 Amp Other: _____

Meter Base Mounting:

Building Meter Pole/Post Pedestal

Will there be a back-up generator installed? Yes No

Estimated date service is required to be complete: ____ / ____ / 20____

Property Information

Survey Number: _____ Block: _____ Lot: _____

Plat Number: _____

Are property corners surveyed and marked? Yes No

Site Plan with proposed metering location (Required)

For property information, contact the Ketchikan Gateway Borough Planning and Community Development at (907) 228-6610.

Other Information and Notes

Signature: _____ Date: ____ / ____ / 20____