



### UTILITY SERVICE REQUIREMENT FORM

OWNER INFORMATION:

NAME \_\_\_\_\_  
MAILING ADDRESS \_\_\_\_\_  
PHONE NUMBER \_\_\_\_\_  
EMAIL \_\_\_\_\_  
FAX \_\_\_\_\_

INFORMATION SUBMITTED BY:

NAME \_\_\_\_\_  
SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
COMPANY NAME \_\_\_\_\_  
PHONE \_\_\_\_\_ FAX \_\_\_\_\_  
EMAIL \_\_\_\_\_

PHYSICAL ADDRESS OF PROJECT \_\_\_\_\_

PROJECT START AND COMPLETION DATES \_\_\_\_\_

**1. ELECTRIC**

A. REQUIREMENTS FOR TEMPORARY ELECTRIC SERVICE:

DATE NEEDED: \_\_\_\_\_ EST. KVA LOAD: \_\_\_\_\_ VOLTAGE: \_\_\_\_\_ (1PH/3PH)

B. PERMANENT POWER SERVICES

EST. KVA LOAD: \_\_\_\_\_ 1 PHASE or 3 PHASE (CIRCLE) VOLTAGE: \_\_\_\_\_

SIZE OF MAIN: \_\_\_\_\_ NO. OF ELECTRIC METERS \_\_\_\_\_ NO. OF SECONDARY CONDUCTORS \_\_\_\_\_

C. HVAC REQUIREMENTS:

HVAC AREA: \_\_\_\_\_ SQ. FT. HVAC LOAD: \_\_\_\_\_ TONS

**2. WATER**

A. DOMESTIC WATER METER SIZE: \_\_\_\_\_ INCH

MAXIMUM FLOW RATE: \_\_\_\_\_ GPM

B. IRRIGATION WATER METER SIZE: \_\_\_\_\_ INCH

MAXIMUM FLOW RATE: \_\_\_\_\_ GPM

C. FIRE PROTECTION WATER SERVICE SIZE: \_\_\_\_\_ INCH

FIRE FLOW RATE REQUIRED: \_\_\_\_\_ GPM

DURATION: \_\_\_\_\_ HRS  
(PER INTERNATIONAL FIRE CODE)

**3. WASTEWATER**

A. DOMESTIC WASTEWATER SERVICE SIZE: \_\_\_\_\_ INCH

INDUSTRIAL WASTEWATER SERVICE SIZE: \_\_\_\_\_ INCH

GREASE TRAP SIZE: \_\_\_\_\_ GALLONS

**4. CABLE TELEVISION**

\_\_\_\_ YES \_\_\_\_ NO WILL STRUCTURE BE PREWIRED FOR TV / INTERNET? IF YES, CONTRACTOR / WIREMAN SHALL CALL CONWAY CORP AT 501-548-3050 TO ADDRESS CUSTOMER'S CATV / INTERNET INSTALLATION REQUIREMENTS.

**NOTES:**

- 1) ALL BUT, SINGLE FAMILY RESIDENTIAL AND SINGLE DUPLEX STRUCTURES, MUST PROVIDE AN ELECTRONIC AUTO CAD UTILITY SITE PLAN AND PDF FILES OF THE ELECTRIC AND PLUMBING RISER DIAGRAMS, THIS COMPLETED FORM AND FIRE DEPARTMENT PLAN APPROVAL PRIOR TO PLANS BEING ACCEPTED BY CONWAY CORPORATION FOR REVIEW. IF APPLICABLE, A PDF OF KITCHEN FLOOR PLAN IS REQUIRED.
- 2) AN ACCURATE LEGAL PROPERTY DESCRIPTION WITH RECORDED OWNERSHIP MUST BE PROVIDED TO CONWAY CORPORATION.
- 3) A METER SPOT FORM MUST BE COMPLETED AT THE CONWAY CORP ENGINEERING OFFICE AT 800 SOUTH HARKRIDER PRIOR TO SERVICES BEING SCHEDULED FOR INSTALLATION.
- 4) REQUESTS FOR TEMPORARY ELECTRIC SERVICE MAY BE MADE BY CALLING THE CONWAY CORP SERVICE CENTER AT (501)548-3050.

PLEASE EMAIL DRAWING FILES AND THIS FORM TO CONWAY CORP ENGINEERING DEPARTMENT  
Leslie.Guffey@ConwayCorp.com or call 501-450-6053 with questions