



ELECTRICAL DISTRICT NO. 4 OF PINAL COUNTY

231 S Sunshine Blvd

Eloy, AZ 85131

Customer Service (520) 466-7336

www.ed4.biz

Dear Customer:

The following information and forms are included to assist you with ED4's process and submission of documents required in order to begin the design and construction on your new service. ED4 requires a Design Deposit and completed documents before preliminary design work can begin.

In order to begin preliminary design of your project, the following forms and payments must be submitted:

- Design Deposit
- Customer Request for Service Form

After your design is complete, you will be provided with the following:

- Construction Drawings (if applicable)
- Construction Invoice estimate

Please note that preliminary design or construction will not commence until your Design Deposit has been paid and a Customer Request for Service Form has been completed and submitted to ED4. Service Requirements and Specifications are available upon request.

Prior to your Service Turn-On, you will be required to submit:

- Security Deposit
- New Service Application
- Service Agreement
- Recorded Easement (if applicable)

Design Deposits will go towards the estimate but will be nonrefundable after six months if estimate is not paid in full.

We look forward to providing electrical service to you in the near future. Please feel free to contact our office at (520) 466-7336 with any questions you may have.

Thank You

Enclosures



ELECTRICAL DISTRICT NO. 4 NEW SERVICE CHECKLIST

RETAINED BY CUSTOMER

All forms are available at the ED4 office or online at www.ed4.biz:

ED4 District Office
231 S Sunshine Blvd
Eloy, AZ 85131

PLEASE NOTE: All forms, deposits, and proof of ownership **must** be submitted before the design of your Project will begin.

- STEP 1:** Customer obtains a **Customer Request for Service Form** by mail, email, online or by picking it up at the ED4 office.
- STEP 2:** Customer must submit a completed **Customer Request for Service Form**, pay a **Design Deposit** and proof of ownership
- STEP 3:** ED4 will review your information and set up a meeting. Determination of continuation of Project will be verified.
- STEP 4:** Customer proceeds with installation of conduit and contacts ED4 to request a Trenching and Conduit Inspection.
- STEP 5:** If applicable, all required Easements must be received and recorded by ED4 before construction can begin. Customer will provide survey exhibits, legal description, and initiate documentation for Grantor's signature based on ED4's Design.
- STEP 6:** ED4 will commence Project construction.
- STEP 7:** Customer must submit a **New Service Application, Service Agreement**, and a **Security Deposit** (if applicable) to the Customer Service Department.
- STEP 8:** City or County Clearance must be received by Customer Service Department. Once Clearances are confirmed, the meter will be set.
- STEP 9:** Once construction is complete, the Customer will receive a reconciled invoice for additional payment or refund.



ELECTRICAL DISTRICT NO. 4 CUSTOMER REQUEST FOR SERVICE

Name: _____ Date: _____

Mailing Address: _____

Service Address: _____

Home Telephone: _____ Work Telephone: _____

Electrician's Name (if applicable): _____ Telephone: _____

Service Will Be For (select one): Residence Commercial Industrial Temp Lighting

Type of Structure (select one): Mobile Home 1 Story Home 2 Story Home Multi-Family
 Commercial Building Other

Size of Residence/Building in Square Feet: _____

Type of Service Desired (select one): Underground Overhead

Size of Meter Base (select one): 100 amp 200 amp 400 amp
 Other: _____

Service Voltage Desired (select one): 120/240 240/480 120/208 277/480
 Other: _____

Please sketch a site plan of the proposed service on the back and indicate the desired meter base location with an "X". Show the location of the home or structure, driveways, roads, property corners, drain field, and nearest primary pole or padmount transformer. Include lot or parcel dimensions.

The above information is true and accurate to the best of my knowledge.

Signed: _____ Date: _____



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DESIGN DEPOSIT RATES	
SINGLE RESIDENTIAL	\$300
COMMERCIAL	\$2.50 PER AMP
INDUSTRIAL	\$2.50 PER AMP
TEMPORARY POWER	\$300