



COMMONWEALTH UTILITIES CORPORATION ROUTING SHEET FOR UTILITY SERVICE APPLICATION

APPLICANT'S NAME: _____ CUSTOMER NO.: _____

APPLICATION DATE: _____ W.O. NO.: _____

THE FOLLOWING REQUIREMENTS ARE NEEDED TO COMPLETE THE APPLICATION PROCESS.

APPLICATION REQUIREMENTS (RESIDENTIAL AND COMMERCIAL):

1. SERVICE APPLICATION, COMPLETED AND SIGNED (FOR COMMERCIAL, MUST BE SIGNED BY AN OFFICER OR AN AUTHORIZED REPRESENTATIVE)
 2. COPY OF VALID CNMI OR U.S. IDENTIFICATION SUCH AS DRIVER'S LICENSE, PASSPORT OR MUNICIPAL IDENTIFICATION
 3. NOTARIZED EASEMENT FROM ORIGINAL PROPERTY OWNER/NOT 55 YEAR LEASEE UNLESS STATED
 4. COPY OF LAND TITLE AND LEGAL PROPERTY DESCRIPTION AND LOT MAP, IF APPLICABLE
 5. COPY OF LEASE AGREEMENT FROM ORIGINAL PROPERTY OWNER AND SUBLEASE, IF APPLICABLE
 6. SITE LOCATION (CLEAR SKETCH) – PROPERTY MAP MAY BE REQUIRED FOR SURVEY
- COMMERCIAL ONLY:**
7. COPY OF ARTICLES OF INCORPORATION WITH THE MOST RECENT ANNUAL CORPORATE OR PARTNERSHIP AGREEMENT
 8. COPY OF VALID BUSINESS LICENSE AND TAX ID

RESIDENTIAL SERVICE - ADDITIONAL REQUIREMENTS:

POWER

1. INSTALLATION CHARGES: AS DETERMINED BY POWER ENGINEERING, REQUIRED AFTER INSPECTION AND SURVEY AND BEFORE INSTALLATION WORK
2. SECURITY DEPOSIT: AS DETERMINED BY POWER ENGINEERING, REQUIRED AFTER INSPECTION AND SURVEY AND BEFORE METER INSTALLATION AND SERVICE CONNECTION:
 - \$185 MINIMUM REQUIREMENT, USAGE EQUAL TO OR UNDER 100 AMPS
 - \$365 MINIMUM REQUIREMENT, USAGE FROM 101 AMPS TO 200 AMPS – IF 201 AMPS OR OVER, MUST BE CERTIFIED BY A LICENSED ELECTRICAL ENGINEER IN THE CNMI.

WATER

1. SIGNED WATER AGREEMENT FORM
2. INSTALLATION CHARGES: BASED ON THE METER SIZE AND COST OF SERVICE INSTALLATION AND IS REQUIRED BEFORE SERVICE CONNECTION (MOST COMMON FOR RESIDENTIAL: \$135 FOR 3/4" METER, 0-20 FEET)
3. SECURITY DEPOSIT: AS DETERMINED BY WATER ENGINEERING, REQUIRED BEFORE SERVICE CONNECTION
 - \$54 MINIMUM REQUIREMENT UNLESS OTHERWISE DETERMINED BY WATER ENGINEERING

SEWER

1. INSPECTION FEE: \$50.00, REQUIRED UPON SUBMISSION OF APPLICATION
2. SECURITY DEPOSIT: AS DETERMINED BY SEWER ENGINEERING, REQUIRED BEFORE SERVICE CONNECTION
 - \$54 MINIMUM REQUIREMENT UNLESS OTHERWISE DETERMINED BY SEWER ENGINEERING

COMMERCIAL SERVICE – ADDITIONAL REQUIREMENTS:

POWER

1. LOAD CALCULATION (TO INCLUDE ONE LINE DIAGRAM. 201 AMPS AND ABOVE MUST BE CERTIFIED BY A LICENSED ELECTRICAL ENGINEER IN THE CNMI)
2. INSTALLATION CHARGES: AS DETERMINED BY POWER ENGINEERING, REQUIRED AFTER INSPECTION AND SURVEY AND BEFORE INSTALLATION WORK
3. SECURITY DEPOSIT: AS DETERMINED BY POWER ENGINEERING, REQUIRED AFTER INSPECTION AND SURVEY AND BEFORE METER INSTALLATION:
 - \$365 MINIMUM REQUIREMENT UNLESS OTHERWISE DETERMINED BY POWER ENGINEERING (DEPOSIT SHALL EQUAL TO A 2-MONTH BILLING ESTIMATE)

WATER

1. SIGNED WATER WAIVER FORM
2. HYDRAULIC ANALYSIS (WATER CONSUMPTION TABLE)
3. CONSTRUCTION PLANS – PROFILE AND DETAILS
4. INSTALLATION CHARGES: BASED ON THE METER SIZE AND COST OF SERVICE INSTALLATION. REQUIRED AFTER SURVEY AND BEFORE SERVICE CONNECTION
5. SECURITY DEPOSIT: AS DETERMINED BY WATER ENGINEERING. REQUIRED BEFORE SERVICE CONNECTION
 - \$275.40 MINIMUM REQUIREMENT UNLESS OTHERWISE DETERMINED BY WATER ENGINEERING

SEWER

1. INSPECTION FEE: \$50.00, REQUIRED UPON SUBMISSION OF APPLICATION
2. SECURITY DEPOSIT: AS DETERMINED BY SEWER ENGINEERING, REQUIRED BEFORE SERVICE CONNECTION
 - \$54 MINIMUM REQUIREMENT UNLESS OTHERWISE DETERMINED BY SEWER ENGINEERING
3. COPY OF COASTAL RESOURCES MANAGEMENT (CRM) PERMIT
4. FLOW CALCULATION

PLEASE SUBMIT YOUR APPLICATION AND ALL REQUIRED DOCUMENTS TO THE FOLLOWING LOCATIONS:

- SAIPAN – Groundfloor, Joeten Dandan Building
- ROTA – CUC Rota Office
- TINIAN – CUC Tinian Office
- Tel: (670) 664-4CUC (4282)
- Tel: (670) 532-9411/14
- Tel: (670) 433-9261/64