



To be completed by KEYS	
Date Received:	_____
Drawings Submitted: YES	_____ NO _____
Accepted By:	_____

METER LOCATION FORM
UTILITY BOARD OF THE CITY OF KEY WEST, FLORIDA
 Main Phone (305)295-1000 Customer Programs Phone (305) 295-1080 Customer Service Fax (305) 295-1085
 Customer Service Email: web.accounts@keysenergy.com

CUSTOMER INFORMATION

Account # _____ New Service or Upgrade _____

Customer Name _____ Phone No. _____

Legal Description: Lot _____ Block _____ Street Address _____

Subdivision _____ Key _____

Mailing Address _____

Email Address _____

Electrical Contractor _____ Phone No. _____

Service Type _____ Panel Size _____ Voltage _____

Single Phase _____ Three Phase _____

Residential _____ Commercial _____

KEYS' CUSTOMER SERVICE

Pole No. _____ Meter No. _____ Cycle & Route _____

Deposit _____ Service Charge _____

Line Extension Charge _____ Contract No. _____

Notes _____

Existing Line Extension In Place: Yes No If yes, Customer Service to contact customer and process reimbursement \$ _____.

Keys Energy Services will not cross private property to connect a service drop. It is the customer's responsibility to locate the weather head accordingly. All work must conform to NEC & NESC.

Below to be completed in the field by KEYS

KEYS' ENGINEERING DEPARTMENT

Is project part of a CBRA area requiring special contract/payment: Yes No
 New Line Extension Needed: Yes No
 Number of Poles: _____ Approximate Cost \$ _____

Dollars for escrow \$ _____

Plain View (Top)

Profile View (Side)

Contractor Requirements:

1. _____

2. _____

Comments: _____

Approximate Service Date: _____

KEYS Field Representative: _____ Date: _____

Field Contact Signature: _____