

# City of Cleveland

CLEVELAND, TENNESSEE  
Community Development Department

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(423) 479-1913  
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Dear Contractors,

Effective December 01, 2006 the following guidelines will be mandatory procedure to obtain an electrical meter for new construction.

## **Guidelines:**

1. All required permits will have been issued for Building, Mechanical, Plumbing and Electrical.
  2. All required inspections will have been completed for Building, Mechanical, Plumbing, Fire and Electrical.
  3. For a temporary service release; the following is required:
    - a copy of the temporary connection approval issued by the Chief Building Official or Deputy Building Official
    - a copy of the temporary service release issued by the State Electrical Inspector.
- NOTE:** Electrical meters released on a temporary connection, will remain in the contractors name until a Certificate of Occupancy has been issued.
4. For a final connection; the following items are required to be presented to Cleveland Utilities before the electrical meter will be released into the Owners name.
    - a copy of the Certificate of Occupancy issued by the Chief Building Official or Deputy Building Official
    - a copy of the final inspection from the State Electrical Inspector

**Should you have any questions, please call our office at (423) 479-1913**

Thank you,

A handwritten signature in black ink, appearing to read 'James Lancaster', written in a cursive style.

**James Lancaster,  
Chief Building Official**