



UTILITY RELEASE REQUEST FORM

COMMUNITY DEVELOPMENT DEPARTMENT • BUILDING DIVISION
 ALBERT SALVADOR, P.E., C.B.O., BUILDING OFFICIAL
 10300 TORRE AVENUE • CUPERTINO, CA 95014-3255
 (408) 777-3228 • FAX (408) 777-3333 • building@cupertino.org

PURPOSE

For residential single family or duplex construction, there are cases where gas and electric utilities are requested to be released prior to the issuance of the certificate of occupancy. Upon approval from the building inspector, the City of Cupertino is allowing both utilities to be released prior to the final sign-off of the building.

INSTRUCTIONS

1. Download this form at: <http://www.cupertino.org/index.aspx?page=297>.
2. Complete the form and obtain signatures from both the owner of the property and the primary contractor.
3. Mail or hand deliver the original signed form to:

City of Cupertino
 Building Division
 Attn: Utility Release Request Form
 10300 Torre Ave.
 Cupertino, CA 95014

4. Schedule a Gas Meter Release inspection and/or electric meter release inspection. Please note, a Gas Test inspection is required prior to or at the same time of the Gas Meter Release inspection.

BUILDING INFORMATION (Please complete the following information):

APN	PERMIT #:	DATE:
SITE ADDRESS:		
OWNER'S NAME:	PHONE #:	FAX #:
MAILING ADDRESS (if different from site address):		
CONTRACTOR:	PHONE #:	FAX #:
CONTACT:	PHONE #:	FAX #:

I request the City to release my utilities prior to obtaining a final inspection approval for the building. I fully understand the occupants of the building cannot move into the residence until they receive all of the required final sign-offs and the City has issued a certificate of occupancy for the building.

Owner:Print: Date:.....

Contractor:Print: Date:.....