



Utility Services
P.O. Box 13007, 730 E Hazel, Lansing, MI
Phone: 517-702-6700 Fax: 517-702-6267

DEMOLITION/REMOVAL SERVICE REQUEST

METER REMOVAL ONLY
Electric Meter Numbers Water Meter Numbers
Electric & Water Steam
Electric Only Water Only

Will house foundation be disturbed? YES NO Will structure be torn down? YES NO
(Missing, damaged, or unretreivable meters and services may be billed to the owner or responsible party)

** A Demolition Fee of \$130.00 for water and \$80.00 for electric will be charged to the demolition contractor. **

Property Information:

Address: (Address) (City)

Owner/Application Information:

Owner Name: Phone Number:
Company Name: Phone Number:
Mailing Address:
Owner Signature: (Required) Date:
Please print name:

Demolition Information:

Contractor Responsible: Phone Number:
Scheduled Date of Demolition:

* BWL will schedule removal of services immediately unless indicated in Additional Comments.

Additional Comments:

Contractor Signature: Please print name:

Please indicate if you would like confirmation of completion: YES NO

If yes, indicate: Mail Address:
FAX Number:
E-Mail Address:

Customer Signature (if different from owner) Please print name:

For Utility Service Only: Addr ID: Serv ID: Req ID:

Form Instructions

Demolition/Removal

If you are only seeking meter removal, with no work being done to the structure, please check the meter removal box. Please check the appropriate box for electric and water, electric only, water only, etc. **Meter numbers** are requested to confirm that we are removing the meter that you are expecting to be removed. We request this even if there is only one meter there (largely due to occasional addressing conflicts). If you have several meters that do not fit on the form, feel free to add an additional page with the numbers listed.

Foundation Disturbance

The questions relating to the foundation and structure being disturbed are essential in determining the appropriate action. It is important for the BWL to know if the foundation or structure will be affected by the planned demolition work at the property. If it will be, for either water or electric, we will be sure service is completely terminated from any connection to the structure. For water service, this ensures that the service will not unintentionally be snagged during excavation, rupturing the main. If this should occur, damages will be billed to the signing contractor. For electric service, if the structure is not being altered, and only internal rewiring is being done, the service drop *may* be left intact.

Property Information

This address should match the address on the BWL billing account. Addresses on building fronts do not always match the property information as listed in the tax rolls or on our customer information system.

Owner/Application Information

We require the owner name and signature to verify that we have appropriate permission before discontinuing any BWL services or meters at the listed property. The owner name should match the city tax rolls. The date is required for validation purposes.

Demolition Information

The Contractor information is requested because they are our primary contact, and they are the party requesting confirmation of removal of service/meter(s). The scheduled date is requested to allow the BWL adequate planning and scheduling time.

For Utility Service Only: Addr ID: _____

Serv ID: _____

Req ID: _____

