



CERTIFICATE OF FINAL ELECTRICAL INSPECTION (CFEI)

For Temporary Service Connection
(Informal Settler Families)

CHECKLIST OF REQUIREMENTS

Telephone No. (046) 481-4121 / (046) 481-4100 local 215

A. Documents

- 1. Application Forms
 - ___ Information Sheet & Inspection Report Form for CFEI application
 - ___ Permit for Temporary Service Connection Form
✓ (signed & sealed by a professional electrical engineer (PEE) with attached clear photocopy of updated PRC ID & PTR with 3 specimen signature)
 - ___ Original copy of Sinumpaang Salaysay Form
✓ (notarized - signed by the applicant with Certification Signed by the City Mayor from UPAO)
- 2. Endorsement from Bacoor Urban Poor Affairs Office (UPAO)
- 3. Barangay Clearance for MERALCO/CFEI application purposes
- 4. Government issued Identification Card (ID) of applicant (photocopy - 1pc.)
- 5. Approved Yellow Card from MERALCO (with SIN/Case Number)
- 6. Meter Base (should be installed on a **WOODEN POLE**)
- 7. Full view picture (colored - Size: 5R) of the building
✓ (showing the meter base with printed/written full name of the applicant / representative and the date & time the picture was taken)

B. Supplementary Documents (maybe required depending on the result of the inspection)

- 1. Correction of violations (if any) such as removal of encroachment, etc.

REMARKS

- Complete Documents
- Incomplete Documents (please comply documents with unchecked boxes)

Name of Receiving Officer:	_____
Date & Time Returned:	_____
Signature of applicant:	_____

NOTES:

- All application forms are available in OSCP and/or on the website
- All the fully accomplished forms and requirements must be stapled except for the drawing plans & reports
ONLY A COMPLETE AND COMPLIANT APPLICATION WILL BE ACCEPTED
- Bring the checklist when submitting your application
- Keep your **FOLLOW-UP SLIP** at all times, **"NO FOLLOW-UP SLIP, NO RELEASE"**