APPENDIX NN - LIGHT POLE REPORT
(for projects in Duluth)

Complete this form and submit to Erik Larson, 241 DAdB, 1049 University Drive, Duluth, MN 55812; prior to the first of the month following the change.

Project Number _____________________ Project Name _____________________
Building Number ____________________ Building/Lot Name ______________

Activity:  ____Install  ____Remove  ____Replace
          ____Change in Billing Responsibility

Work By: _____ UMD  ____Contractor  _____Utility Company

Date of Work: __________________

Reason for Change: _______ New Pole  _______ Substantial Completion
                    _______ Building/Lot Demolition  _______ Temporary Construction Service
                    _______ Replace Pole/Head  _______ Add Head

New Pole/Head

Pole Number Assigned: Yes. Pole Number _________  ____No
Pole Manufacturer ____________________________
Light Covers ________________________________
Type/Model ________________________________
Location of Pole ____________________________
Pole Height __________________________________
Electric Feed From Building/Pole Number __________________________
Number of Heads ____________________________
Electric Feed From Meter Number _________________
Bulb Type per Head (Watt and Type) __________________________________

Bill to: ______ Project Number __________________________
          ______ Contractor __________________________
          ______ Building ____________________________
          ______ Department __________________________

Removed Pole/Head

Pole Number ________________________________
Number of Heads Removed _____________________
Removal Date ________________________________
To be completed by Engineering Support Services/Accounting

CUFF Number to Charge ____________ CUFF Number to Credit ________________
Data Input into EXCEL ____________ Notes Input into FASER ________________
Light Pole/Wire on CADD ____________

Form completed by ________________ Company _______________________
Phone Number ________________ Date _______________________

cc: Project Manager

End of Appendix NN - Light Pole Report (for projects in Duluth)
University of Minnesota Facilities Management
November 2002 (Revised: December 2006)