



## **INSTRUCTIONS FOR CERTIFICATE OF COMPLIANCE (COC)**

### **Why do I need a Certificate of Compliance (COC)?**

COC's have minimum legal requirements to obtain new, or some instances, reinstate electric services – most notably the [On-Site Sewage Facilities](#) (OSSF) regulation.

### **What's the process?**

Once a complete application with required documentation is received - it should take no longer than 3 weeks to process the request.

### **Where does the completed COC go?**

The final Certificate of Compliance is sent directly to the appropriate electric company, you will also be notified via email.

### **How do I apply?**

Incomplete applications will not be processed. You will be notified of any deficiencies. See below for requirements for request of Certificate of Compliance for electric. Please attach copies of the following:

#### **Residential or commercial property:**

1. Physical (911) address of the location.
2. Proof of on-site sewage or approved septic.
3. Proof of ownership or rights to the property.
4. Proof of legal platt for residential subdivision(s).

#### **Water well or irrigation only:**

1. Physical (911) address of the location.
2. Proof of ownership or rights to the property.
3. How many meters you are requesting from the Electric Company.

#### **Required documentation:**

1. Attached complete application.
2. Proof of current water/sewage services to the property.
  - a. Copy the most recent sewage/water bill.
  - b. Septic – must be installed and approved by the county appraisal district. For assistance with inspection or records at 915.369.4118 or [hudspethappraisaldistrict@yahoo.com](mailto:hudspethappraisaldistrict@yahoo.com)
3. Proof of property rights or ownership. Example:
  - a. Property owner - Property contract, deed, tax statement and/or bill of sale.
  - b. Lessee - written and signed permission from the owner.



COUNTY OF HUDSPETH  
OFFICE OF THOMAS D. NEELY

915.369.2321  
SIERRA BLANCA, TX

**APPLICATION FOR CERTIFICATE OF COMPLIANCE FOR ELECTRICITY**

1. Applicant name: \_\_\_\_\_
  2. Property company/owner name (if not applicant): \_\_\_\_\_
  3. Complete Mailing Address: \_\_\_\_\_
  4. Physical Address of Property: \_\_\_\_\_
  5. Telephone: \_\_\_\_\_
  6. Email Address: \_\_\_\_\_
  7. Electric Company (select one): [  ] El Paso Electric [  ] Rio Grande Electric
  8. Legal Description of Property:  
Name of subdivision (addition): \_\_\_\_\_  
Block: \_\_\_\_\_, Lot: \_\_\_\_\_  
**Other:**  
Block: \_\_\_\_\_, Section: \_\_\_\_\_  
Survey (PSL, RR, Tsp, T&P, or Survey): \_\_\_\_\_
  9. Latitude and Longitude (to expedite request): \_\_\_\_\_
  10. Property use (check one):  
 Commercial [  ] Residential [  ] Other use: \_\_\_\_\_
  11. For platted subdivision:  
Is the property connected to a water system? [  ] Yes [  ] No [  ] Unsure  
If yes, who provides water service? \_\_\_\_\_  
Is the property connected to a sewer system? [  ] Yes [  ] No [  ] Unsure  
If no, Does it have a permitted on-site septic system? [  ] Yes [  ] No [  ] Unsure
- Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Mail to: Hudspeth County Administrator, PO Box 68, Sierra Blanca, TX 79851

Fax to: (915) 369-2361 Email to: [jmackenzie@co.hudspeth.tx.us](mailto:jmackenzie@co.hudspeth.tx.us)