



## **Instructions for 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.

Once a complete application with required documentation are received - it should take no longer than 2 weeks to process the request. The final Certificate of Compliance is sent directly to the appropriate electric company, you will also be notified via email unless other arrangements are made. Incomplete applications will not be processed. 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 per OSSF regulation.
3. Proof of ownership or rights to the property.

### **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.
4. Prior to requesting a Certificate of Compliance you will need a physical (911) address for the property. If you do not have one, please refer complete a request for a 911 address application.

### **Required documentation:**

1. Attached complete application.
2. Proof of current water/sewage.
  - a. 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)
  - b. A copy the most recent sewage/water bill (for the property needing a COC).
3. Proof of property rights or ownership. Example:
  - a. Property owner - Property contract, warranty deed, tax statement and/or bill of sale including legal description.
  - b. Lessee - written and signed permission from the owner.



COUNTY OF HUDSPETH  
OFFICE OF THOMAS D. NEELY

SIERRA BLANCA, TX

**APPLICATION FOR CERTIFICATE OF COMPLIANCE FOR ELECTRICITY**

1. Applicant Name: \_\_\_\_\_
  2. Property Owner Name (if not applicant): \_\_\_\_\_
  3. Mailing Address: \_\_\_\_\_
  4. Physical Address (for Certificate of Compliance): \_\_\_\_\_
  5. Telephone: \_\_\_\_\_
  6. Email address: \_\_\_\_\_
  7. Electric Company (select one): [  ] El Paso Electric [  ] Rio Grande Electric
  8. Legal Description of Property (Block, Tract, Etc): \_\_\_\_\_
  
  9. Latitude and Longitude (to expedite request): \_\_\_\_\_
  10. Property use (select one):
    - Commercial
    - Residential
    - Other use: \_\_\_\_\_
  11. Is the property connected to a water system? [  ] Yes [  ] No [  ] Unsure  
If yes, who provides water service? \_\_\_\_\_
  12. 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)

**Questions? Call:** 915.369.2321