

1. INTRODUCTION

- 1.01 The word City in this handbook refers to the City of Newark, Delaware.
- 1.02 The City of Newark issues this booklet as a guide for customers, contractors, architects, engineers and others who plan to install electrical wiring or apparatus which will be connected to the City of Newark electrical distribution system. These requirements do not replace current regulations of any other authority having jurisdiction or the NEC (National Electric Code) or the NESC (National Electric Safety Code). This handbook is not intended to address all possible situations. Contact the City of Newark Electric Engineering Department at (302-366-7050), 220 Elkton Road, Newark, Delaware 19711 to ensure compliance with all requirements and any revisions not reflected in this handbook.
- 1.03 The City of Newark reserves the right to impose additional requirements where unusual circumstances exist.
- 1.04 The City of Newark shall not be liable for property damage or personal injury resulting from the presence of its electric service or equipment on the customer's premises, or for customer's use of such service. The City of Newark does not guarantee continuous and uninterrupted electric service and shall not be liable for any loss, cost, damage or expense to any customer caused by a power interruption, phase reversal or surge.
- 1.05 All right of ways or easements required to provide electric service on private property shall be obtained and preserved by the customer.
- 1.06 Revisions to this handbook may be required at times. The latest edition of this handbook can be found at the City of Newark website at [www. Newark.de.us](http://www.Newark.de.us).
- 1.07 An authorized representative of the City of Newark shall have access to City owned equipment at all times. Keys to rooms or areas with multiple meters shall be supplied to the City.
- 1.08 The City of Newark reserves the right to discontinue supply of electricity for any of the following reasons:
 - 1. Non-payment of bills
 - 2. Hazardous condition
 - 3. Fraudulent use or abuse
 - 4. In accessibility of City equipment
 - 5. Non-compliance with National Electric Code requirements
 - 6. Disturbance or fluctuations to the City supply system caused by the customer
 - 7. Theft of service

- 1.09 If the supply is disconnected for any of the above reasons, a charge payable in advance shall be paid before reconnections to the supply.
- 1.10 The City reserves the right to suspend the delivery of electric service for periods as reasonably necessary to make repairs or changes to its distribution system without incurring any liability because of such a service interruption. The City will make a reasonable effort to notify customers of scheduled outages to minimize customer disruptions.
- 1.11 Site visits, when made by City of Newark Electric Department employees, are intended to ensure compliance with its own requirements and to cooperate with customers, contractors, architects and engineers. The City of Newark does not assume any responsibility for the customer's wiring or equipment, or for any loss or damage that may result from any defects that may exist in the customer's wiring and equipment.

2. SERVICES AVAILABLE

- 2.01 The City of Newark supplies alternating current only at a nominal frequency of 60 hertz (cycles per second).
- 2.02 Before proceeding with any work that involves the installation or relocation of City of Newark meters and/or service connections, an "Application for Electric Service and Meter Location" form (See figure 1) shall be filed with the City of Newark Electric Department.
- 2.03 **Not all service voltages are available in all areas. Before purchasing electrical equipment or proceeding with any wiring, information regarding the types of service available shall be obtained from the City of Newark Electric Department.**
- 2.04 Single-phase 120/208 volt service is supplied in various locations in the City. Proper voltage rating of appliances shall be used in these locations. Special metering with a 5th lug in the nine (9) o'clock position is required for proper metering. (See figure 11).
- 2.05 The City shall provide one service per occupancy unless the customer load or customer service requirements warrants otherwise.

2.1 SUPPLY VOLTAGES

				<u>MINIMUM</u>	<u>MAXIMUM</u>
2.11	Single phase	120/240 volt	3 wire	-	100kVA
	Single phase	120/208 volt	3 wire	-	50kVA
	Three phase	120/208 volt	4 wire	75kVA	500kVA u.g. service 300kVA aerial service
	Three phase	120/240 volt	4 wire	75kVA	300kVA aerial only