

Please review the "Street Light Information Overview" before filling out this form.

Submit to CRD Facility Management: facilitymgmt@crd.bc.ca or fax: (250)-360-3245
For questions or concerns, please call CRD Facility Management: (250)-360-3200

CONTACT INFORMATION	
Name:	
Company/Organization:	
Day Phone Number:	
Work E-mail:	
Date:	

OVERHEAD LIGHT INFORMATION

How to Identify a Pole:

1. Locate the metal plate on the pole, about the size of credit card.
2. If there are only 7-digits on the plate, write them down. This is the pole ID *(see image on the left)*.
3. If there are more than 7-digits on the plate, then you need to find the 14-digit ID number. There will be two rows of numbers. Write down the **first 8 digits from the top row** and then the **first 6 digits from the bottom row** *(see image on the right)*.



Pole ID: _____ (7-digit) **OR** _____ / _____ / _____ / _____ (14-digit)

Address of Pole: *(please provide best estimate)*

Number (closest house): _____ Street: _____

Street Intersection: _____ and _____

Select the Type of Request (4 Options)

Option 1: REPAIR

a) Light bulb is burnt out

d) Light not turning on at night and off at day

b) Light bulb is burnt out

e) Damage to the arm of light

c) Light is faint/dim

f) Damage to the lens of light

Option 2: ADDITION

a) Add light to existing pole

b) Add a new pole and a new light

Please indicate the ID of the pole that is nearest to the location where the new pole is to be built. This will be used as a reference point for BC Hydro:

Pole ID: _____ (7-digit)

OR _____ / _____ / _____ / _____ (14-digit)

Please provide the address and any other details about the new pole:

Number _____ Street _____

OR Street Intersection: _____ and _____

Option 3: MODIFICATION (Please provide a reason in "Comments" section below)

a) Arm Length (circle one): 1.2 meters 2.4 meters 4.8 meters

b) Arm Direction (circle one): N NW W SW S SE E NE

Option 4: REMOVAL (Please provide a reason in "Comments" section below)

Comments: