

Sumner County 911 GIS/Mapping
255 Airport Rd, Gallatin TN
Office: 615-451-1200

Utility Address Request Form

- The Owner/Requestor is responsible for complying with all applicable laws and regulations.
- The Utility cannot be accurately addressed unless the **utility location is indicated either on the plan/plat or image provided**. If the utility location is later found to be inaccurate; the utility may require an address change.
- The GIS office will have (5) business days to assign the address if all information is correct and complete.
- Your request **MUST** include a copy of the site plan/plat or image.
- The plat/plan must include: (1) Utility location (marked and labeled "Utility" (2) Nearest address.
- The utility will be addressed using the utility location, closest address and corresponding street.
- You can complete this form and email to ecd@sumnercountyttn.gov or submit the online form at <https://ecd.sumnercountyttn.gov/address-request/> and upload the supporting documentation.

Information Needed For Addressing: (*Required Information)

*First Name: _____ *Last Name: _____

*Address: _____

*Daytime Phone Number: _____ Alternate Number: _____

*E-mail: _____

*Utility Company Name: _____

*Utility Company Phone Number: _____

If available: Tax Map _____ Group: _____ Parcel: _____

*Address nearest the Utility/Meter _____

*Road/Street Name: _____

*Have you supplied an image showing utility location? Yes ____ No ____

Description: _____

*Requestor's Signature: _____ *Date: _____

OFFICIAL USE ONLY BELOW THIS LINE

Address Assigned to Utility:

Numerical: _____ Street: _____

Date Address Assigned: _____

Initials of GIS or NG911 Personnel: _____