



## Alger Delta Cooperative Electric Association

426 N. 9th Street - Gladstone, MI 49837 1-800-562-0950 or 906 428-4141

### Instructions:

- 1 Use this form if you are applying to have new electric facilities installed on your property for the purpose of providing electric service to a commercial dwelling.
- 2 Complete all the information on this application form.
- 3 Complete and attach detailed site sketch, blueprint, survey, plat or similar document (see attached example for details).
- 4 Complete the liability waiver form.
- 5 Attach a check for \$250 and mail to: (\*see number 4 of Application Process and Explanations)  
**Alger Delta Cooperative Electric Association – 426 N 9<sup>th</sup> St. – Gladstone, MI 49837**
- 6 Questions: call Alger Delta at 906-428-4141

### Application Process and Explanations:

- 1 Alger Delta will review your application and contact you should any information be missing or incomplete.
- 2 When your application is deemed complete, Alger Delta will schedule one of our Line Stakers to visit the property or location where you have requested service and will complete an Electric Service Estimate Sheet. A copy of the Electric Service Estimate Sheet will be sent to you.
- 3 Review the Electric Service Estimate Sheet when you receive it. The Electric Service Estimate Sheet is valid for 120 days and will show the estimated cost to install the electric facilities required to provide service.
- 4 In order to secure a place in the construction schedule, you must pay the full amount shown on the Electric Service Estimate Sheet in advance.
- 5 Upon receipt of your payment, construction will be scheduled.  
Should you decide not to begin construction within the 120 day estimate period, the application fee will be applied to Alger Delta's cost to provide the estimate and shall not be refunded and shall not be applied as a credit on any future estimates or actual construction.
- 7 Frost charges help pay for the additional cost of fuel and special equipment that may be required in order to begin construction during the period of the winter when the ground is frozen. If you request construction to begin during the frost period (November 1 – April 30), a frost charge shall apply. If Alger Delta chooses to begin construction during this period, frost charges shall not apply.
- 8 The amount shown on the Electric Service Estimate Sheet is an estimate. It is based on the cost of labor and materials necessary to provide electric service. The estimate is based on the information provided by you and known at the time the estimate is provided. Changes at the site, changes in planned construction, and unanticipated or unknown conditions may result in re-estimating the cost to provide electric service. Alger Delta reserves the right to adjust the estimate at any time.

### Cancellation:

The applicant may cancel the Application for Electric Service at any time. If construction is cancelled, the applicant shall receive a refund equal to the Total Estimated Amount minus a cancellation fee of \$250 and minus all costs incurred (typically the cost of labor, materials, equipment, transportation and engineering).



# New Service Application - Commercial

**Instructions:** Complete this application and a detailed Property Site Sketch and Liability Waiver form

**Return to:** Alger Delta Coop Electric Association

- Mail: 426 N 9th Street, Gladstone, MI 49837
- Fax: 906-428-3840

TODAY'S DATE: \_\_\_\_\_

Questions: Call 1-800-562-0950

**TYPE OF SERVICE REQUESTED:** *Check all that apply*

- Commercial Small Power (Single Phase)       Commercial Large Power (3-Phase)

**CUSTOMER INFORMATION: (\*REQUIRED)**

**Customer Contact Numbers**

Business Name: \_\_\_\_\_ Business Phone: \_\_\_\_\_

C/O: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

Billing Address: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Email: \_\_\_\_\_

Federal ID Number: \_\_\_\_\_ Incorporation Date: \_\_\_\_\_

- Please enclose copy of Articles of Incorporation or DBA.
- Deposit will be required on all commercial accounts prior to activation.

**SITE / STRUCTURE INFORMATION: (\*REQUIRED)**

Building, House or Fire Number: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Street Name: \_\_\_\_\_

Nearest Neighbor: \_\_\_\_\_

Specific directions to Nearest Intersection: \_\_\_\_\_

County: \_\_\_\_\_ Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_

Other Info: \_\_\_\_\_

**CONTRACTOR / BUILDER INFORMATION: (\*Optional)**

**Contractor Contact Numbers:**

Company Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Business #: \_\_\_\_\_

Cell #: \_\_\_\_\_

Email address: \_\_\_\_\_

**ELECTRIC INFORMATION: (\*Optional)**

Electrician: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Electric Service Type:       Overhead       Underground

Entrance Size:       100 amp     200 amp     400 amp     Other amp \_\_\_\_\_

Preferred Voltage:       120/240V     120/208V     277/480V

\*Alger Delta Coop Association cannot guarantee your preferred meter locations. Winter construction charges will apply during winter months.

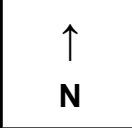
# New Service Site Sketch and Liability Waiver



Note: The location of all private underground facilities and structures must be identified or exposed. Include the location of all underground facilities or structures on the drawing below. See attached sample drawing for guidance.

- |   |   |
|---|---|
| <input type="checkbox"/> Electrical wiring to outdoor facilities<br>(e.g. yard lights, garages, etc.) | <input type="checkbox"/> Cable or Satellite TV lines              |
| <input type="checkbox"/> Septic Systems, mound systems or drain fields                                | <input type="checkbox"/> future additions, decks or outbuildings  |
| <input type="checkbox"/> Wells, water lines and/or sprinkler systems                                  | <input type="checkbox"/> Driveways and sidewalks                  |
| <input type="checkbox"/> LP Lines   | <input type="checkbox"/> Preferred location of electric meters    |
| <input type="checkbox"/> Invisible fencing  | Provide distance from the closest corner of building to the meter |

Structure distance from nearest intersection: \_\_\_\_\_



*(Meters cannot be within 3 feet of a window)*

## Construction Authorization / Underground Damage Liability Waiver:

I certify that I own or am the authorized representative of the owner of the property of the service address indicated on this Site Sketch, and that I have read and understood the above statement regarding marking, exposing or locating all private underground facilities. I furthermore agree to hold Alger Delta Cooperative Electric Association and/or its agents harmless for any damage to private underground facilities that occurs during the installation of electric service, or as a result of failure on my part to ensure that the private underground facilities on this property have been adequately marked, exposed or located.

(\*REQUIRED) Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

**Please sign and return this form to: Alger Delta Cooperative Electric Association - 426 N 9th Street - Gladstone, MI 49837**

# SITE SKETCH SAMPLE

