



## 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 permanent or seasonal residential dwelling, camp, cottage, mobile home, barn, outbuilding, or similar location.
- 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. \* The \$250 application fee will be reimbursed towards your construction costs if construction begins before 120 days.
- 5 Upon receipt of your payment, construction will be scheduled.
- 6 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).



# Residential Electric Service Application

**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*

- New Service    
  Upgrade    
  Relocate    
  Temporary Electric    
  Yard Light

**CUSTOMER INFORMATION:**

**Customer Contact Numbers:**

Name: \_\_\_\_\_ Home #: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Work #: \_\_\_\_\_

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

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

Drivers License Number and State Issued: \_\_\_\_\_

**PARTY RESPONSIBLE FOR UTILITY INSTALLATION CHARGES:**

- Customer    
  Contractor

**PARTY RESPONSIBLE FOR SERVICE/USAGE AFTER METER(S) ARE SET:**

- Customer    
  Contractor

**CONTRACTOR / BUILDER INFORMATION:**

**Contractor Contact Numbers:**

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

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

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

\_\_\_\_\_ Fax: \_\_\_\_\_

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

**SITE / STRUCTURE INFORMATION**

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

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

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

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

City Sewer    
  Private Septic    
 Private Septic Location: \_\_\_\_\_

City Water    
  Private Well    
 Private Well Location: \_\_\_\_\_

Site Description:    
 Wooded    
 Cleared    
 Rocky

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

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

**Present Status of Building Project:** (Check all that apply)

- Existing Structure?  Yes  No When? \_\_\_\_\_
- In the Planning State?  Yes  No When? \_\_\_\_\_
- Property Staked?  Yes  No When? \_\_\_\_\_
- Site has been excavated?  Yes  No When? \_\_\_\_\_
- Basement walls/foundation poured?  Yes  No When? \_\_\_\_\_
- Basement/foundation back-filled?  Yes  No When? \_\_\_\_\_
- Desired service route cleared of debris?  Yes  No When? \_\_\_\_\_

**Note: Before Service can be Installed:**

- Site sketch or survey AND Liability Waiver must be sent to Alger Delta.
- Easements need to be signed and on file at Alger Delta.
- The site and foundation must be back filled to within 6" of final grade.
- The electric meter base must be installed.
- All electrical inspections are the customer's responsibility.
- An approved inspection is required to energize service.
- Construction charges must be paid to Alger Delta in full.

**Date Site Will be READY for Service:** \_\_\_\_\_

(This date helps with scheduling of service installation. See box to right)

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**Customer Structures**

(Please complete and/or check all that apply)

Structure setback from edge of road: \_\_\_\_\_ ft. Square footage: \_\_\_\_\_ sq. ft.

Outbuildings?  Yes  No Detached Garage?  Yes  No

Building Use: (check two)  Single Family  Multifamily  Year-Round  Seasonal

Construction Type: (check one)  Spec Home  Framed/Custom  Modular  Mobile  Duplex

If modular or mobile, delivery date? \_\_\_\_\_

Will installation of meter base be:  Before or  After house is set?

Meter location will be:  on the modular  as a stand alone pedestal?

Deck Location: \_\_\_\_\_ Porch Location: \_\_\_\_\_

Privately Owned Buried Facility: (Check all that apply)

- Sprinkler System  Animal Fencing  Outside Landscape Lighting  Other \_\_\_\_\_

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**Electric Information (If Applicable)**

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

Contact Name: \_\_\_\_\_

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

Electric Service Type:  Overhead  Underground

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

Electric Heat:  Yes  No If yes, Kw \_\_\_\_\_

Temporary Service?  Yes  No Date: \_\_\_\_\_

\*Preferred electric meter location: \_\_\_\_\_

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

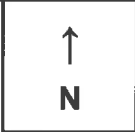
# New Service Site Sketch and Liability Waiver



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.

- Electrical wiring to outdoor facilities (e.g. yard lights, garages, etc.)
  - Cable or Satellite TV lines
  - Septic Systems, mound systems or drain fields
  - future additions, decks or outbuildings
  - Wells, water lines and/or sprinkler systems
  - Driveways and sidewalks
  - LP Lines
  - Preferred location of electric meters
  - Invisible fencing
- Provide distance from the closest corner of building to the meter  
*(Meters cannot be within 3 feet of a window)*

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



## 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.

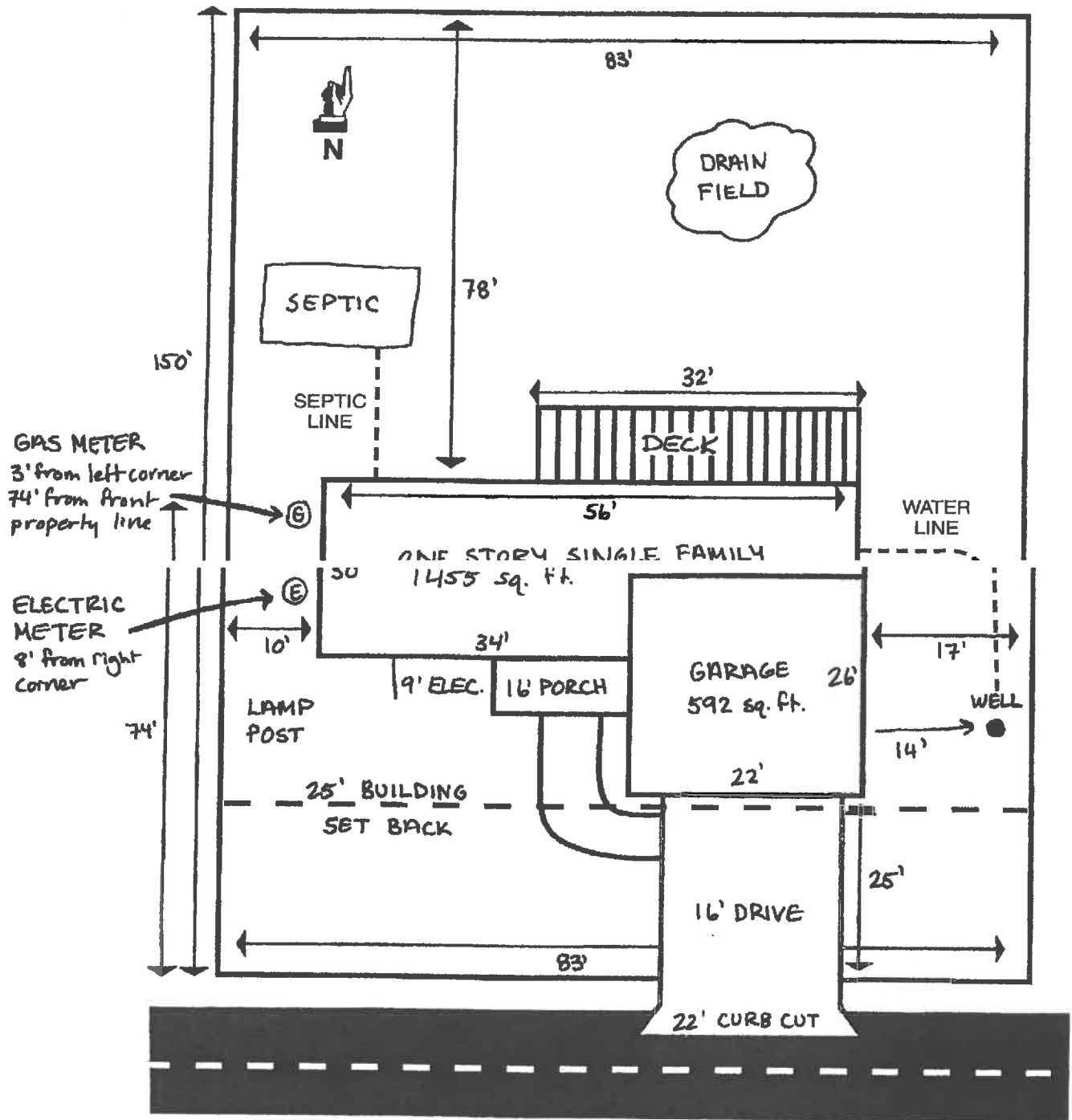
Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

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

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

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

# SAMPLE



# Alger Delta Cooperative Electric Association - Electric Service Estimate Sheet

**FILL OUT TOP PORTION ONLY. PLEASE PRINT CLEARLY.**

**NAME:** \_\_\_\_\_ **PHONE(S):** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**DATE:** \_\_\_\_\_ **CURRENT MBR?**  YES  NO **IF YES: Account#** \_\_\_\_\_

New Service     Upgrade     Relocate     Temporary Electric     Yard Light

**Location and type of dwelling/facility being constructed (describe below):** \_\_\_\_\_ **Estimated date of completion:** \_\_\_\_\_

**Fire Nbr:** \_\_\_\_\_ **Closest Neighbor:** \_\_\_\_\_ **Map Loc.** \_\_\_\_\_ **Sub:** \_\_\_\_\_

**THANK YOU - INFORMATION BELOW TO BE COMPLETED BY ALGER DELTA**

MEMBER TO CLEAR ROW?     No     Yes    IF YES, WHEN? \_\_\_\_\_

MEMBER TO TRENCH AND BACKFILL?     No     Yes    IF YES, WHEN? \_\_\_\_\_

Type of Service:     AR     AS     CSP     AS-CSP     LP

SEND \_\_\_\_\_ EXTRA EASEMENT(S) SEND WIRE SPEC? YES NO WORK ORDER# \_\_\_\_\_

	Rate	Option 1	Option 2
Connection Charge	\$ 100.00		
Temp Svc Fee	\$ 250.00		
OH Primary	FT @ 5.50 per FT		
OH Secondary	FT @ 4.20 per FT		
URD Primary	FT @ 7.10 per FT		
URD Secondary	FT @ 4.25 per FT		
URD Sec. Plowed w/ Primary	FT @ 5.15 per FT		
Petro flex	FT @ 1.75 per FT		
Primary Cut-In Fee	\$ 1,200.00		
Transition pole fee - Primary	\$ 500.00		
Transition pole fee - Secondary	\$ 150.00		
Secondary plowing fee	ft @ \$1.85per ft + \$190		
Frost Charge: Nov. 1 - April 30	\$ 1,200.00		
Other:			
Other:			
Sub Total			
Credit for application fee		\$ (250.00)	\$ (250.00)
Total Estimated Amount			

Total Estimated Amount shall be paid in full prior to scheduling for construction. Payment can be made via check or credit card.

**DATE PAPERS SENT:** \_\_\_\_\_ **By:** \_\_\_\_\_

Disclaimer: The amount shown is an estimate of the cost of materials and labor to install electric facilities based on information known at the time of estimate is provided. Estimate is valid 120 days from date shown. Failure to schedule and/or begin construction within 120 days of date shown shall result in forfeiture of application fee. Estimates are for planning purposes only. Alger Delta Cooperative Electric Association reserves the right to adjust the estimate based on actual conditions encountered and shall notify applicant if the final cost is expected to exceed the estimated cost. Cancellation shall result in forfeiture of application fee and all other actual costs incurred remainder to be refunded to the applicant minus a cancellation fee of \$250.