



New Construction / New Service Form

Complete application and Site Sketch and Liability Waiver form

TYPE OF SERVICE REQUESTED: *check all that apply*

- New Service Upgrade Relocate
- Electric Temporary Electric

TODAY'S DATE:

PARTY RESPONSIBLE FOR CONSTRUCTION CHARGES:

(If contractor, contact the utility to transfer service to customer)

- Customer Contractor

PARTY SUBMITTING THIS REQUEST:

- Customer Contractor

CONTACT PERSON:

(Complete applicable information below)

- Customer Contractor

CUSTOMER INFORMATION:

Legal Name: _____ *Home #: _____ *Cell #: _____

Mailing Address: _____
 Street/P.O. Box City State Zip Code

E-mail Address: _____ Social Security #: _____

Current Street Address: _____
Same as mailing address Street City State Zip Code

CONTRACTOR INFORMATION:

Legal Name: _____ *Work #: _____ *Cell #: _____

Mailing Address: _____ Contact Name: _____
 Street/P.O. Box City State Zip Code

E-mail Address: _____

SITE INFORMATION:

Building, House, Fire #: _____

Street: _____ Lot #: _____ County: _____

Town/City/Village: _____ State: _____ Zip Code: _____

Directions from Nearest Intersection: _____

STRUCTURE INFORMATION

Construction Type: Single Family Mobile Home Duplex Modular Other: _____
 Commercial

Usage: Year-Round Use Seasonal Use

Bldg. square footage: _____

ELECTRIC INFORMATION:

Electrical Contractor: _____ Entrance Size 100 200 400 Other: _____

Primary Contact: _____ Meter Location if Overhead: _____

Contact #: _____

Service

Overhead

Underground – You are responsible to contact communication providers.

Welder Compressor

Temporary Service Yes No

There is a charge for Temporary Service.

If yes, date site will be ready for service: _____

HEATING INFORMATION:

Electric

Gas/Propane

Geothermal

Wood

PRESENT STATUS OF BUILDING PROJECT: (check all that apply)

Property is staked Yes *If not, when?* _____ Site has been excavated Yes *If not, when?* _____

Building is staked Yes *If not, when?* _____ Meter base installed Yes *If not, when?* _____

SERVICE READY DATE: (date that initiates scheduling of service installation)

Date Site will be Ready for Service: _____

PLEASE NOTE: The following requirements must be completed before service can be installed. Please see our "Rules & Regulations for Electrical Service" for instructions.

- Site sketch waiver must be received.
- Foundation must be backfilled and within 6" of final grade.
- Service route cleared 10' wide of brush, etc.
- The electric meter base must be installed.
- All Easements need to be signed and on file. (See Below)
- Some construction charges are to be paid in advance.

Other Important Details:

It's important to contact the utility if there are changes to your site.

- When we are notified that your site is ready, service installation typically begins within 10 business days. After the electric is installed and your Electrical Inspection is received, the meter is typically set and energized within 3-5 business days. This time line is dependent on the complexity of your job, weather, road restrictions, and crew availability.

Return to: Marquette Board of Light and Power
Attention: Distribution Engineering

- Email: sseibert@mblp.org
- Fax: 906-228-0329
- Mail: 2200 Wright Street,
Marquette, MI 49855

Questions: Call 906-228-0323 or visit our website at www.mblp.org

Notes on Easements

The MBLP will construct electric distribution facilities and extensions only in the event it is able to obtain right-of-ways, easements, permits, materials, equipment, and supplies. In the case of a customer requested extension, all easements, rights-of-way, and permits shall be the responsibility of the customer. All easements are to be duly recorded at the appropriate government office prior to submittal to the MBLP.