



Application for New Electric Service

Complete all sections to avoid delays

TYPE OF SERVICE REQUESTED: *check all that apply*

New Construction
 Upgrade
 Relocate
 TODAY'S DATE: _____

Permanent Electric
 Temporary Electric

PARTY RESPONSIBLE FOR CONSTRUCTION CHARGES: Customer Builder

PARTY SUBMITTING THIS REQUEST: Customer Builder

CONTACT PERSON: Customer Builder

CUSTOMER ACCOUNT INFORMATION:

Legal Name: _____ SSN/TIN #: _____

Mailing Address: _____

Street/P.O. Box City State Zip Code

Home phone: _____ Mobile phone _____

Date of Birth _____ E-mail Address: _____

Current Home Address: _____

Same as mailing *Street City State Zip Code*

Alternate Contact Name, Address, & Phone
(Relative, friend, etc., someone not living at the service address who would know how to contact you if we cannot)

<small>Name</small>	<small>Address</small>	<small>City, State</small>	<small>Phone</small>
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BUILDER INFORMATION:

Legal Name: _____ Contact Name: _____

Mailing Address: _____ Contact Phone # _____

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: _____

Usage: Year-Round Use Seasonal Use

Bldg. square footage: _____

ELECTRIC INFORMATION:

Electrical Contractor _____

Electrician Name/Phone number: _____

Service Type Overhead Underground – You are responsible to contact communication providers.

Entrance Size 100 Amp 200 Amp 400 Amp Other _____

Large Loads Welder Compressor Other _____

HEATING/COOLING INFORMATION: (check all that apply)

Electric Heat Gas/Propane Wood Geothermal Central Air Conditioning

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.

- **Our customer service team will set up a Billing account based on info from this form.**
- 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(socket) must be installed.
- Easements need to be signed and on file.
- 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.
- **Please notify us:**
 - When your site is ready.
(Service installation typically begins within 10 business days.)
 - When your Electrical Inspection is received. (meter is typically set and energized within 7 business days)
- The time line is dependent on the complexity of your job, weather, road restrictions, and crew availability.
- ** If connecting to a Utility Pole with a riser or other equipment. Please fill out the "Attachment Authorization Form" (last page in this packet)

Please complete and return this form to:

Marquette Board of Light and Power • Customer Service • 2200 Wright Street, Marquette, MI 49855

Email: customerservice@mblp.org

Engineering Department Phone: 906-228-0323 • Fax: 906-228-0329

Full Rules and Regulations for Electrical Service are available at mblp.org or from our offices



Electric Construction Property Site Sketch and Liability Waiver

Customer Name: _____

Service Address: _____ City, State, Zip _____

Location Of Customer-Owned Facilities

All above ground and underground facilities must be clearly identified on your Property Site Sketch below.

Customer is required to indicate all that apply on the Property Site Sketch — see included EXAMPLE on Page 2.

- | | | | |
|--|---|--|---|
| <ul style="list-style-type: none"> • Desired electric meter location <u>with footages</u> from nearest corner of the building (Indicate E). • External wood furnaces and associated buried heating lines • Geothermal heat pumps with connecting lines to buildings | <ul style="list-style-type: none"> • Wells and private water lines including underground sprinkler systems with connecting lines to buildings. • Drain tile/buried down spout and sump pump lines • Planned or potential deck, patio, swimming pools or outbuildings | <ul style="list-style-type: none"> • Municipal sewer/water laterals • Septic systems/drain fields with connecting lines to buildings • Air conditioning units and all fresh air intakes • Existing and future landscaping features
IE : Landscape berms or retaining walls | <ul style="list-style-type: none"> • LP fuel lines/tanks with connecting lines to buildings • Invisible Fences • Private underground wiring • Private cable/satellite TV Lines • Other |
|--|---|--|---|

If no existing or future proposed private facilities on the property check here

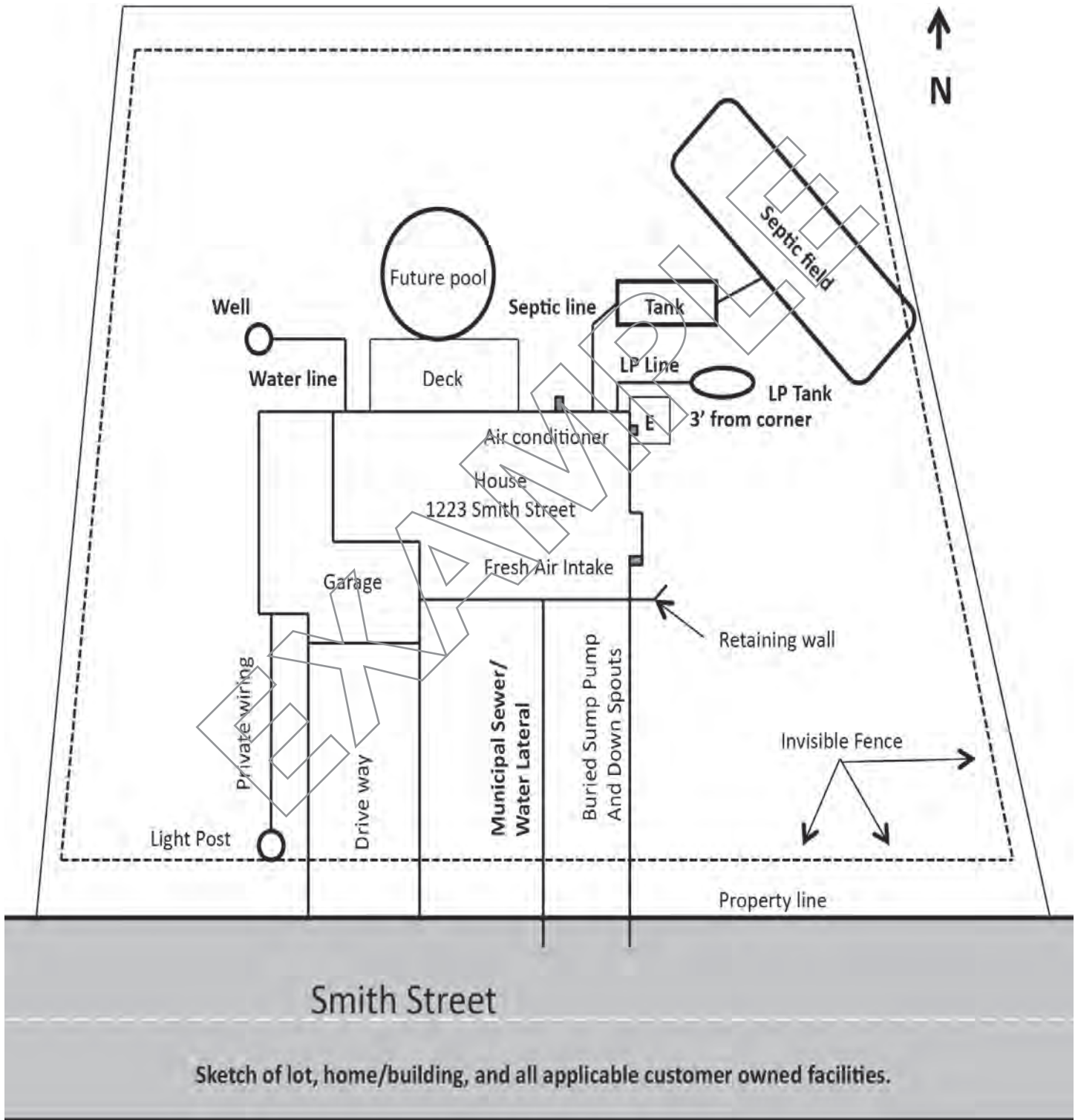


At the time of construction, all existing or proposed private underground facilities must be marked or exposed before service can be installed.

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 Property Site sketch, and that I have read and understood the above statement regarding marking and / or exposing all private underground facilities. I furthermore agree to hold Marquette Board of Light and Power and/or its agents harmless for any damage to private underground facilities that occurs during the installation of gas or electric service as a result of failure on my part to ensure that the private underground facilities on this property have been adequately marked and / or exposed.

Signature: _____ Date: ____/____/____ 1



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Email: customerservice@mblp.org

Engineering Department Phone: 906-228-0323 • Fax: 906-228-0329

Website: www.mblp.org



Thomas R. Carpenter
Executive Director

BOARD OF LIGHT AND POWER

CITY OF MARQUETTE
2200 WRIGHT STREET
MARQUETTE, MI 49855-1398

PHONE 906-228-0311
FAX 906-228-0329

Authorization for Customer-Owned Services Riser and Associated Equipment on Utility-Owned Power Pole

Customer Name _____

Service Address _____

Mailing Address _____

Pole ID Number _____

All services will be installed per code referencing the latest edition of the National Electrical Code Handbook. Risers not installed per the Board’s specification will not be connected. Once installed, the riser will remain the ownership of the customer – it will be the customer’s responsibility to maintain the equipment in a satisfactory condition. It will also be the responsibility of the customer to arrange for the transfer of his/her equipment in the event of a pole failure and subsequent replacement, by either a qualified electrician or by the Board. The cost associated with the transfer of the customer-owned riser are to be assumed by the customer. The customer will be responsible to keep the riser in good condition electrical condition. Any riser deemed a hazard, upon proper notice to the customer, will be disconnected. The Board will reserve the right to approve or disapprove any riser installation due to existing conditions or future plans at the pole location. By acceptance of this agreement, the customer agrees to indemnify and hold harmless the Marquette Board of Light & Power from any and all claims associated with the installation and maintenance of the riser and associated service equipment.

Customer Signature _____ Date _____

(For MBLP Use)

Date Authorized _____

Distribution Approval _____

Meter Department Approval _____

