



Welcome!

Thank you for your interest in upgrading your service with Great Lakes Energy Cooperative (GLE).

Enclosed is the information needed to upgrade your service with GLE. Please read the documents carefully and contact us with any questions or concerns at 888-GT-LAKES (888-485-2537) or glenergy@glenergy.com.

Any underground equipment installed by property owners (water, septic, sub feeds to out buildings, etc.) will need to be flagged by you, the member, before the design tech visits the property to determine a route and cost of the job. Great Lakes Energy will place a request with Miss Dig prior to completing the job to have any public utilities (cable, gas, phone, sewer, etc.) flagged.

GLE provides a standard meter base at no cost to Members. A meter base can be picked up at any of our offices or contact Service Coordination department for local business in your area that keep a supply on hand for our Members convenience.

Changes to the wiring at the meter base will require that you apply for an electrical permit with the County or Township this property is located in. GLE will not complete the job without an inspection release from the electrical inspector. Please contact your County offices or GLE Service Coordination department for electrical inspectors contact information.

We're looking out for you,

Great Lakes Energy Cooperative

Application for relocation or upgrade to existing electrical service

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| For office use only Acct #: |
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Please complete and return. If you have any questions, contact your Member Service Coordinator between **7:30am and 4:00pm Monday through Friday**, excluding holidays.

| | | | |
|--|-------------------------------|-------------------------|---------------------|
| Applicant legal name (Last, First, M.I.) | Social Security number - - | Driver's License Number | State |
| Joint Applicant legal name (Last, First, M.I.) | Social Security number - - | Driver's License Number | State |
| Applicant Date of Birth | Joint Applicant Date of Birth | Primary Phone | |
| Current Mailing Address | City | State | Zip Cell Phone |

If applicable, Business owner's identification information: ↓

| | | |
|---|-------------------------|---------------------------------------|
| Business's legal name | | |
| Owner's complete legal name (Last, First, M.I.) | Business Tax ID. Number | Owner's Social Security Number - - |

A non-refundable application fee of \$ 75.00 is required. Please include this payment when returning the completed application.

Is the existing meter base location going to be moved?

Yes No (if No, skip to description)

Is the new meter base installed?

Yes No

If No, is the desired meter location clearly marked at the property?

Yes No

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| Please describe the work you intend to do at this location: |
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Load Schedule Sheet

Please complete the information below.

For office use only

Acct #:

SO#:

Applicant Name: _____

Please select the type of service needed and fill in the loads for the electrical equipment to be installed.

Your electrician can assist with this document.

Select One:

- Single Phase Underground 120/240 (Standard Residential Service)
- Single Phase Overhead 120/240 (Standard Residential Service)
- Single Phase Underground 240/480
- Single Phase Overhead 240/480

- Three Phase Underground 120/208
- Three Phase Overhead 120/208
- Three Phase Underground 277/480
- Three Phase Overhead 277/480

Service Size (circle one): 100 Amp 200 Amp 400 Amp Other _____

Lighting Load: _____ amps Electric Heat Load: _____ kW

Electric Water Heater Load: _____ kW Geothermal Heat Pump: _____ Ton

Central AC/Heat Pump: _____ Ton Electric Oven? Yes No

Electric Dryer? Yes No On-demand water heater? Yes No

Type of electric motors (list below): HP # of phases soft start (yes/no)

Please complete the load data as best as possible to avoid extra charges.

Applicant Name (please print): _____ Date: _____

Applicant Signature: _____ Date: _____

Electrician Name: _____ Phone #: _____

Please complete and return.

Updated 02-2017.

Electric Service Site Plan

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|-----------------------------|
| For office use only SO#: |
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Please stake/mark property and draw below.

Symbol

- Existing Electric Pole if applicable
- △ Existing Electric Transformer if applicable
- X Proposed Meter location
- Member Preferred Electric routes

Include all: Property lines Lot dimensions Buildings Septic and Drain Field
 Water and Irrigation Lines Driveway Roadways Other (dog fences, landscape lighting wires, private electric lines)



Is the job site marked according to this site plan? ____ Yes ____ No

Member Responsibilities

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| For office use only Acct #: |
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The undersigned hereby applies for membership with Great Lakes Energy Cooperative.

I understand and agree:

- A. I am responsible for marking all property lines and locations of underground facilities on the property (see enclosed site plan). **Great Lakes Energy is not liable for damages to your facilities that are not marked or are marked incorrectly.**
- B. For underground service, I am responsible for ensuring there is a 15-foot wide path along the cable route free of dirt piles, debris, construction material, etc. The rough grade must be within 6 inches of the finished grade along the cable route. I am responsible for final site restoration.
- C. I understand I must obtain electric inspection approval before my electric service can be connected.
- D. In addition to the fees listed, a line extension charge may be required as a Contribution in Aid of Construction as stated in the Cooperative rules and regulations governing the sales of electric service, approved by the GLE Board of Directors and on file with the Michigan Public Service Commission. The amount of applicable line extension charges will be determined after a field inspection and billed by a separate invoice. All fees must be paid before line construction work can begin.
- E. A non-refundable Contribution in Aid of Construction (winter charges) in the amount of 30 percent of total construction cost shall be required in addition to all other underground charges when construction work is performed between December 1 and March 31.
- F. All fees and charges must be paid and permits obtained within 90 days of this application. After 90 days, fees are subject to change and/or the order may be canceled.
- G. The undersigned understands that he/she shall have all the rights and privileges granted to members under the Articles of Incorporation and By-Laws of the Cooperative or any amendments thereto and agrees to comply with and be bound by such Articles of Incorporation and By-Laws and all tariffs, rules and regulations as may from time to time be adopted by the Board of Directors of the Cooperative.

Applicant Name (please print)_____ Date_____

Applicant Signature_____ Date_____

Joint Applicant Name (please print)_____ Date_____

Joint Applicant Signature_____ Date_____