



# Application for Commercial New Service

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Welcome to Lake Country Power! In order to make your new service installation easy, we provide individualized help to process and install a new service. In order to begin processing your new service we will need:

- Commercial New Construction Membership information (included)
- Commercial New Construction Service information (included)
- Membership / Service Agreement signed (included)
- Right-of-Way Easement (*easements give Lake Country Power permission to install and maintain electrical equipment on your property*) with a complete legal description of the property as shown on deed or abstract (copies of tax statements not accepted). Right-of-Way Easement must be **signed by those with authority and notarized**.
- \$500.00 Engineering Fee for single-phase; or \$800.00 for three-phase service
- Security deposit may be required. Deposit amounts will be determined by Lake Country Power after application is received.

**Commercial rebates may be available!  
Call 800-421-9959 and ask for Jeff or Leo.**

When the Engineering fee and forms are in our office, an appointment will be scheduled with our staking technicians. They will meet you on your property to help determine the best options for your electrical service.

After meeting with a staking technician (and before a tentative construction date), you must complete the following requirements before we can proceed:

- Acquire private Right-of-Way easements (*private easements give LCP permission to install and maintain electrical equipment on adjoining properties*). Right-of-Way Easement must be **signed and notarized** by all affected property owners. (Note: Lake Country Power staking technicians will apply for government easements on your behalf).
- Clear the right-of-way (20 feet for underground, 40 feet for overhead, 50 feet for three-phase service).
- Pay all line construction charges and permit fees. *See insert (Lake Country Power Line Construction Charges)*
  - Line construction charges will not exceed the actual cost of construction for electric service.
  - The application and cost estimates are valid for a period of nine months.
- Send us a copy of the Minnesota Electrical Inspection form\*

\*The Minnesota Department of Labor & Industry requires an electrical inspection form be filed. If Lake Country Power provides the meter loop or pedestal, Lake Country Power will provide the inspection form for the metering. If you or an electrical contractor provides the meter loop, pedestal or metering on the structure the electrical contractor will be responsible to provide us with the inspection form. All wiring performed on the consumer side of the meter must be filed on and inspected by the Minnesota State Electrical Inspector per state law. (Forms are available at [www.electricity.state.mn.us](http://www.electricity.state.mn.us))

# Commercial New Construction Membership Information

Please print and complete this section in full.

## For Office Use Only:

### **PRIMARY MEMBER (Business Applicant):**

Application Mailed \_\_\_\_\_

Member Number \_\_\_\_\_

Deposit amount \_\_\_\_\_

Business Name \_\_\_\_\_

Type of Business: \_\_\_\_\_

**Business Owner** \_\_\_\_\_

First

Middle

Last

Title/Position

**Business Co-owner** \_\_\_\_\_

First

Middle

Last

Title/Position

### **Mailing Address**

### **Service Address (different from mailing address)**

Address \_\_\_\_\_

Address \_\_\_\_\_

City/State \_\_\_\_\_

City/State \_\_\_\_\_ Zip Code \_\_\_\_\_

Zip Code \_\_\_\_\_

Service Telephone Number \_\_\_\_\_

Federal Tax ID # \_\_\_\_\_

E-mail Address \_\_\_\_\_

LCP Secure Password \_\_\_\_\_

*(Maximum of 9 characters)*

### **Phone Numbers:**

Business Phone \_\_\_\_\_

Mobile Contact \_\_\_\_\_

Add'l Business \_\_\_\_\_

Any previous service with Lake Country Power: \_\_\_\_\_ No (or) \_\_\_\_\_ Yes (if yes, please list information next)

Consumer Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

### **ADDITIONAL BUSINESS CONTACTS:**

Name \_\_\_\_\_

First

Middle

Last

Company Title/Position

E-mail Address \_\_\_\_\_

LCP Secure Password \_\_\_\_\_

*(Maximum of 9 characters)*

### **Phone Numbers:**

Business Phone \_\_\_\_\_

Mobile Contact \_\_\_\_\_

Add'l Business \_\_\_\_\_

# Commercial New Construction Service Information

Business Name \_\_\_\_\_ Type of Business \_\_\_\_\_

Business Address \_\_\_\_\_ Estimated date when power is needed \_\_\_\_\_

TYPE OF SERVICE:     Overhead         Underground

Single Phase     120/240V (limited to 800 amps)

    Main Size     100     200     320     400CTS     600CTS     Other \_\_\_\_\_

Three Phase     120/208V         277/480V

    Main Size     100     200     320     400CTS     Other \_\_\_\_\_

Phase conductor    Size \_\_\_\_\_     aluminum     copper    number per phase \_\_\_\_\_

Neutral conductor    Size \_\_\_\_\_     aluminum     copper    number per phase \_\_\_\_\_

This form must be filled out, including the estimate Demand Load, before the service application can be processed.

Please include a site plan showing proposed service and transformer locations.

It is required to follow Lake Country Power's Specifications for Underground Padmount Service.

Meters must be mounted outside of the building and NOT on the CT cabinet door.

	Connected Load (KW)	Estimated Demand Load (KW)		Connected Load (KW)	Estimated Demand Load (KW)
Indoor Lighting			Water Heating		
Outdoor Lighting			Mfg Equipment		
Electric Heat			Motor Load *		
Ground Source Heat Pump			Misc Equipment		
Under Floor Heating			Receptacles		
Heat Storage (Off Peak Heat)			Other		
Air Source Heat Pump			Other		
Air Conditioning			<b>Total</b>		

Largest Motor: HP \_\_\_\_\_ Phase \_\_\_\_\_ Voltage \_\_\_\_\_ Total HP \_\_\_\_\_ Building Area (Sq. Ft.) \_\_\_\_\_

All 1 phase motors above 3 HP and 3 Phase motors above 5 HP must have manufacturers' recommended current limiting starting device. Install manufacturers' recommended power factor correction capacitors for each motor as determined by Lake Country Power.

ELECTRICAL CONTRACTOR \_\_\_\_\_

Contact Person \_\_\_\_\_ Office phone \_\_\_\_\_ Cell phone \_\_\_\_\_

ELECTRICAL ENGINEER \_\_\_\_\_

Contact Person \_\_\_\_\_ Office phone \_\_\_\_\_ Cell phone \_\_\_\_\_



# Membership/Service Agreement

I, the undersigned, am applying for membership in and agree to purchase electricity from Lake Country Power under the following terms and conditions.

1. I agree to comply with and be bound by the provisions of the Articles of Incorporation and Bylaws of the Cooperative as well as other rules, regulations and policies which may be adopted by Lake Country Power.
2. I agree to comply with all existing easements on said property from Lake Country Power or its predecessor organizations. I recognize that where the Cooperative has existing facilities on said property that I do grant Lake Country Power permission for Right-of-Way maintenance, operational procedures, and access to Cooperative equipment.
3. I agree not to interfere with or endanger the Cooperative's installed electrical system. I agree not to dig, excavate or grade in areas where underground electric facilities are located without contacting the proper notification center.
4. I recognize that Lake Country Power does not guarantee a regular and uninterrupted supply of energy and in case the supply of energy is interrupted or defective, the Cooperative shall not be liable for any damages resulting therefrom.
5. I recognize that the quality of such power supply may not be suitable, without modification, for some business and specialized personal uses.
6. I understand all members are automatically enrolled in the Operation Round Up program unless they contact Lake Country Power to opt-out.
7. I agree that once my service is constructed, I will begin to pay a service charge for 12 months, whether or not the meter is installed.
8. Lake Country Power requires a deposit at the time a member establishes service. The deposit will be refunded and applied to the bill after 12 months of satisfactory credit history.

Signature(s) \_\_\_\_\_  
Business Owner

Date \_\_\_\_\_

Signature(s) \_\_\_\_\_  
Co-Owner/Authorized Corp. Signature

Date \_\_\_\_\_



A Touchstone Energy® Cooperative 

## Service Centers:

Grand Rapids  
2810 Elida Drive  
Grand Rapids, MN 55744

Kettle River  
4065 Hwy 73 South  
Kettle River, MN 55757

Mountain Iron  
8535 Park Ridge Dr.  
Mt. Iron, MN 55768

**1-800-421-9959**

**[www.lakecountrypower.coop](http://www.lakecountrypower.coop)**

*Last updated: August 2010*



Lake Country Power  
2810 Elida Drive  
Grand Rapids, MN 55744

## RIGHT-OF-WAY EASEMENT

Date \_\_\_\_\_

FOR VALUABLE CONSIDERATION, \_\_\_\_\_  
(Full name(s) of Owners)

\_\_\_\_\_ (Marital Status)

("Grantor") for themselves and their successors and assigns ("Owner"), hereby convey(s) to Lake Country Power, ('Grantee') a member-owned utility under the laws of the State of Minnesota, its successors and assigns ("Lake Country"), the perpetual easement and right to enter upon the lands of the Owner in the County of \_\_\_\_\_, State of Minnesota, described as follows (the "Property"):

Township \_\_\_\_\_ ; Range \_\_\_\_\_ ; Section \_\_\_\_\_ ;  
Legal Description:

1. **Purpose and Extent of Easement:**

The easement is for erecting, operating, maintaining, repairing, rebuilding and burying overhead and underground electric distribution lines and related facilities including but not limited to signal lines, poles, wires, cables, handholes, manholes, transformer enclosures, concrete pads, transformers, connection boxes, and such other accessories and appurtenances as may be desirable in connection therewith (the "Facilities") over, under or on the Right-of-Way and all abutting streets, roads and highways. The Right-of-Way is defined as \_\_\_ feet on each side of the centerline of the Facilities existing and to be constructed, but in no event shall it be less than the width on each side of the centerline of the following: (a) 10 feet for underground lines; (b) 20 feet for overhead, single phase primary lines; (c) 5 feet for overhead secondary lines; and (d) 25 feet for overhead primary three phase lines. The easement includes such joint use or occupancy of the easement as Lake Country may permit for electrification or other purposes.

2. **Lake Country's Right of Access:**

Lake Country has the right of ingress to and egress from the Right-of-Way over the Owner's adjacent lands and lying between public or private roads and the Right-of-Way, such right to be exercised in such manner as occasions the least practicable damage and inconvenience to Owner.

3. **Lake Country's Right to Maintain Facilities:**

Lake Country has the right to construct new Facilities and extensions of existing Facilities within the Right-of-Way. Lake Country has the right to inspect, remove, repair, improve and make such changes, alterations, substitutions and additions to the Facilities as it determines advisable. Owner agrees that all the Facilities remain Lake Country's property, removable at its option.

4. **Lake Country's Duty to Restore:**

After completing any construction or maintenance of the Facilities, Lake Country will restore the Property as nearly to its original condition as may be practical under the Code. If underground construction is utilized, Lake Country will furnish information showing location of the Facilities on an "as built" basis.

5. **Lake Country's Right to Clear and Maintain the Right-of-Way:**

Lake Country has the right to clear and maintain the Right-of-Way, and when necessary, the adjacent lands of Owner, of trees, shrubs, brush, stumps, roots and other obstructions that may endanger the Facilities including the right to cut down all dead, weak, leaning or dangerous trees that are tall enough to strike any part of the Facilities in falling. Lake Country has the right to maintain the Right-of-Way to the extent and in the manner that Lake Country in its sole discretion determines advisable, including by chemical, mechanical or hand clearing methods. Lake Country has the right to keep the Right-of-Way clear of all buildings, structures, or other obstructions, and has the right to correct any violation of National Electric Safety Code (the "Code") requirements caused by construction of any buildings, structures, fences or other obstructions within the Right-of-Way, each at the Owner's expense.

6. **Grade Changes and Damage by Owner:**

If grade changes are made by the Owner, which make it necessary for Lake Country to relay or relocate any of the Facilities, the cost of such changes will be paid by the Owner. The Owner is responsible for the cost of any repairs to the Facilities caused by the action of the Owner.

7. **Easement to Run With the Land:**

The Owner reserves unto themselves, their successors and assigns, the full right to take, use, and enjoy the Property in every manner not inconsistent with this easement. This easement shall run with the land and will be binding on the heirs, administrators, successors and assigns of the Owner. The Owner agrees to disclose to their successors in title the existence of this easement. The Owner covenants that they are the owners of the Property and that the Property is free and clear of encumbrances and liens of any character except those held by the following persons:

IN WITNESS WHEREOF, Owner has signed this easement this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_ .

\_\_\_\_\_  
Property owner

\_\_\_\_\_  
Co-owner

\_\_\_\_\_  
Print name

\_\_\_\_\_  
Print name

\_\_\_\_\_  
Title if corporation or organization

STATE OF MINNESOTA )  
COUNTY OF \_\_\_\_\_ )

This instrument was drafted by:

**Lake Country Power,  
a member-owned utility  
2810 Elida Drive  
Grand Rapids, Minnesota 55744**

This instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_ ,

by \_\_\_\_\_ .  
Property owner printed name

\_\_\_\_\_  
Co-owner printed name

(STAMP)

\_\_\_\_\_  
Signature of Notary Public My Commission Expires

# Site Sketch

Please indicate the following information below in a sketch. This information will be helpful in designing the service with your needs in mind.

- Building Site (present and future)
- Meter Location
- Preferred line route
- Septic system
- Water system
- Driveways
- Culverts
- Transformer location
- Any buried obstacles

A large empty rectangular box for a site sketch. The box is oriented with North at the top, South at the bottom, West on the left, and East on the right. The labels are placed at the corners of the box: North at the top center, South at the bottom center, West on the left side, and East on the right side.

**Lake Country Power Line Construction Charges**  
**Effective Date March 1, 2009**

**Single-phase overhead 200 amp service:**

- \$5.00 per foot for primary extension and the first run of secondary

**Single-phase overhead service above 200 amp:**

- \$5.00 per foot for primary extension and the first run of secondary
- \$5.00 per foot for additional runs of secondary
- An additional \$200.00 for each additional 200 amps of service size, or fraction thereof, above 200 amps

**Single-phase 200 amp underground service**

- \$5.00 per foot for primary extension
- \$8.00 per foot for first run of secondary

**Single-phase 200 amp underground service above 200 amps:**

- \$5.00 per foot for primary extension
- \$8.00 per foot for the first run of secondary
- \$5.00 per foot for additional runs of secondary
- An additional \$200.00 for each additional 200 amps of service size, or fraction thereof, above 200 amps

**Three-phase 200 amp service overhead or underground:**

- \$8.00 per foot for primary extension and the first run of secondary

**Three-phase overhead or underground above 200 amps:**

- \$8.00 per foot for primary extension and first run of secondary
- \$8.00 per foot for additional runs of secondary
- For three-phase, 120-208 volt service an additional \$600.00 for each additional 200 amps of service size, or fraction thereof, above 200 amps
- For three-phase, 277/480 volt service an additional \$1000.00 for each additional 200 amps of service size, or fraction thereof, above 200 amps

**Note: Primary is the high voltage that runs to the transformer. Secondary is the low voltage that run between the transformer and the meter and is used in homes and businesses**

Additional governmental permit fees may also apply (i.e. state, county, and DNR, etc.)

Winter construction charges shall apply to the extension of underground facilities after three inches of frost is present and determined by the cooperative.

Additional special construction charges shall apply to the extension of facilities in difficult to build areas, in addition to line extension charges.

The following items are included for your new single-phase service from Lake Country Power:

- Co-op furnishes 3 wire meter loops, including a 200 amp breaker type by-pass meter base loop mounted on a pole or pedestal
- If you require a second service for Energy Wise heating/cooling programs, Lake Country Power will furnish a second 200 amp non-breaker meter loop or pedestal if requested and installed at the same time as the general service. (Note: service for heating and cooling will require an additional control wire or the purchasing of an extenda socket.)