Commercial or Industrial Electric Service Application

QUESTIONS | Call (906) 449-2014 or visit uppco.com

REVIEW THE ***COMMERCIAL/INDUSTRIAL READY FOR SERVICE CHECKLIST*** BEFORE BEGINNING THIS FORM.

TODAY'S DATE: _____

WHO IS SUBMITTING THIS REQUEST?

☐ Property Owner
☐ Potential Property Owner
☐ General Contractor/Builder
☐ Electrical Contractor

TYPE OF SERVICE REQUESTED: check all that apply

☐ New Service ☐ Upgrade ☐ Relocate ☐ Temporary Electric ☐ Private Yard Light ☐ Estimate

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MAIN CONTACT

MAIN CONTACT PERSON FOR THIS APPLICATION: _____ (First Name) _____ (Last Name)

EMAIL: _____ PHONE: _____

MAILING ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

PROPERTY OWNER

PROPERTY OWNER: _____ (First Name) _____ (Last Name) EMAIL: _____

PHONE: _____ ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

ELECTRIC CONTRACTOR

ELECTRIC CONTRACTOR: _____ (Business Name) ELECTRICIAN/CONTACT: _____ (First Name)

EMAIL: _____ PHONE: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

GENERAL CONTRACTOR

GENERAL CONTRACTOR: _____ (Business Name) CONTACT: _____ (First Name)

EMAIL: _____ PHONE: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

PAYMENTS

WHO IS PAYING CONSTRUCTION CHARGES?

☐ Property Owner
☐ Electrical Contractor
☐ General Contractor/Builder

MONTHLY BILLING

WHO IS RESPONSIBLE FOR MONTHLY BILLING?

☐ Property Owner
☐ Electrical Contractor
☐ General Contractor/Builder

SITE INFORMATION:

BUILDING, HOUSE, FIRE #: _____ STREET: _____ LOT #: _____

COUNTY: _____ TOWN/CITY/VILLAGE: _____ STATE: _____ ZIP CODE: _____

Legal description, parcel number, or coordinates of the site or lot:

Nearest intersection, neighbor address, or pole #:

STRUCTURE INFORMATION:

Setback from edge of road: _____ ft. Building Square Footage: _____

What is the primary heating source? ☐ Electric ☐ Gas/Propane ☐ Heat Pump/Geothermal ☐ None

☐ Other: _____

What will this facility serve (Example: gas station, hotel, nursing home, etc.):

_____

Total # Electric Meters: _____

* If Multi Family or Multi Unit Commercial building, please provide labeling (i.e., suites, apts, units 1, 2, 3... or A, B, C):

_____

ELECTRIC INFORMATION:

Electric load information will be required to complete this application in the Electric Load Data Survey.

Describe the preferred meter location *(Use cardinal directions N/S/E/W and be specific such as, "3 ft back from the NW corner")*:

Is temporary service needed? ☐ YES ☐ NO

Amps of temporary service: ☐ 100 ☐ 200 ☐ 300 ☐ Other:_____ ☐ Unknown

Voltage of temporary service: ☐ Single Phase 120/240 ☐ Three Phase 120/208 ☐ Three Phase 277/480

Date temporary will be ready for service: _____

Preferred temporary meter location:

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 you anticipate your site will be ready for service:

_____ ← **DO NOT LEAVE THIS BLANK**

**If no date is indicated, it will delay processing of your application.*

**If date is not known, put your best estimation of your site-ready date or "unknown."*

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Electric Load Survey

The data from this form is used to accurately size UPPCO facilities. Please be as specific as possible. For your reference, see the Electric Service Manual on the UPPCO website or scan code at right.

COMPANY PROVIDING DATA: _____

CONTACT PERSON/TITLE: _____

Preferred contact method(s): ☐ Phone #: _____ ☐ Email: _____

PROJECT DETAILS: *Please provide a separate load data form for each service on the site*

Address: _____ **City**: _____

Number of Meters at Address: _____ **Unit Labeling**: _____
(i.e. Suites 300-308, Apts. 101-130, Units 1-4, or A, B, C)

Type of Service: ☐ New Customer ☐ Existing Customers **Building Square Feet**: _____

New service size (Amps): ☐ 100 ☐ 200 ☐ 320 ☐ 400 ☐ 600 ☐ 800 ☐ 1200 ☐ 1600 ☐ 2000

New Service Type: ☐ Underground ☐ Overhead **CT Metering Location (if applicable)**: ☐ On Transformer ☐ On Building

New Voltage: ☐ Single Phase 120/240 ☐ Three Phase 120/208 ☐ Three Phase 277/480

IF UPGRADING - Existing Service Type: _____ **Existing Service Size (Amps)**: _____ **Existing Voltage**: _____

Total Connected Load: _____kW **Estimated Peak Demand**: _____kW

Planned Future Growth: _____years **Future Growth Connected Load**: _____kW

Future Growth Peak Demand: _____kW

MOTOR LOAD: *Please list all motors that are 5 HP or greater separately. Motors less than 5 HP can be grouped together*

Equipment Description	# of Motors	Size of Motors (HP)	1 or 3 Phase	Soft Start or Variable Frequency Drive

ELECTRIC LOAD: "*Other load" may include computers, kitchen equipment, water heating, supplemental heating, etc.*		
Description	**kW**	**1 or 3 Phase**
Lighting (indoor)		
Lighting (outdoor)		
Heating		
Air Conditioning		
Ventilation (other than A/C)		
Refrigeration Equipment		
Receptacles		

WELDERS:		
Number of Welders	**Amps**	**Volts**

Additional Information:

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New Electric Service Application
Propery Site Sketch and Liability Waiver

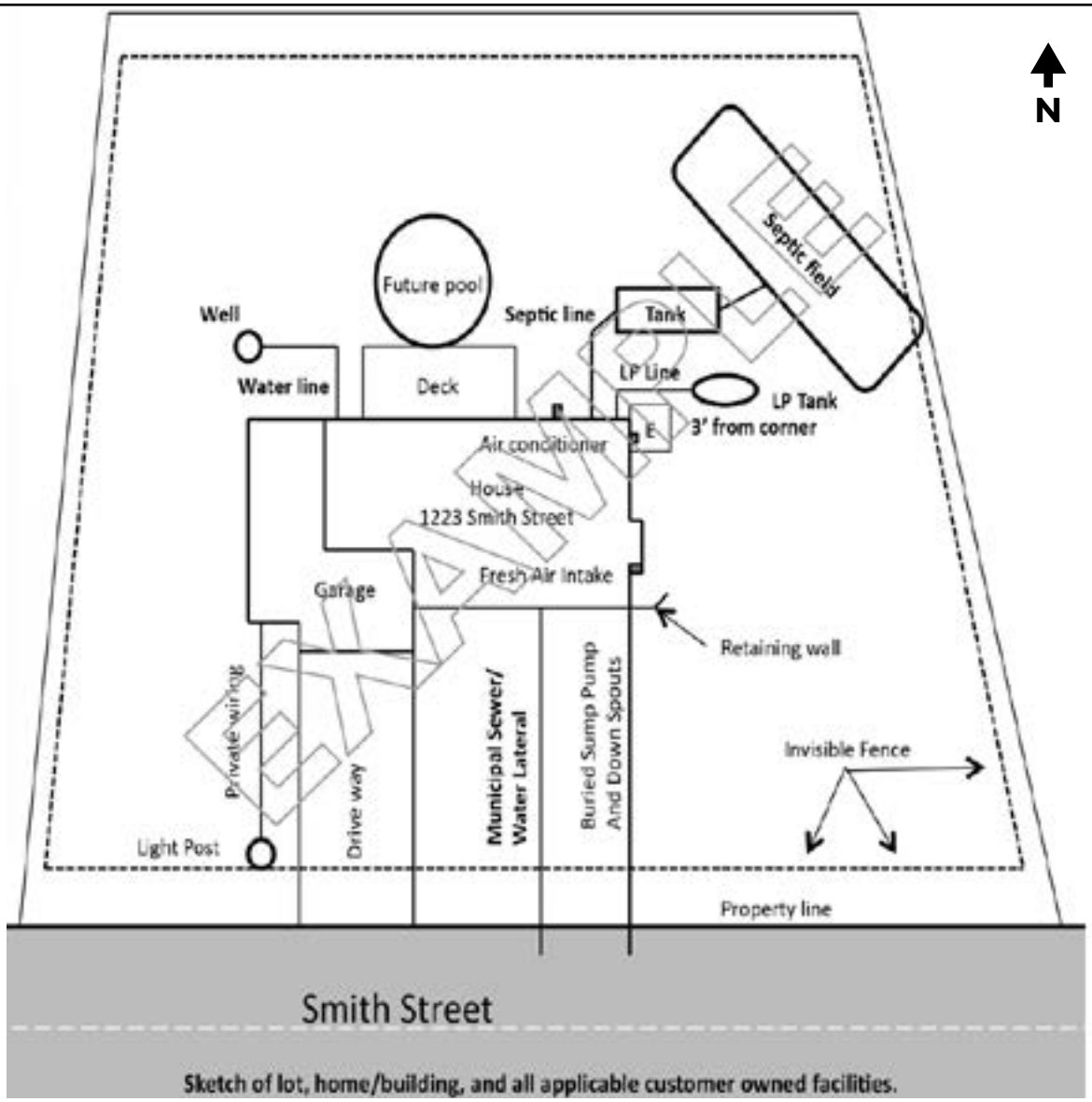
For all of the following items that apply, the customer is required to clearly identify each on the Property Site Sketch.

All customer-owned above ground and underground facilities must be clearly marked. See example below.

- Desired electric meter location with footages from nearest corner of the building (Indicate with E)
- Wells and private water lines including underground sprinkler systems with connecting lines to buildings
- Municipal sewer/water laterals
- Septic systems/drain fields with connecting lines to buildings
- LP fuel lines/tanks with connecting lines to buildings
- External wood furnaces and associated buried heating lines
- Drain tile/buried down spout and sump pump lines
- Air conditioning units and all fresh air intakes
- Invisible fences
- Planned or potential deck, patio, swimming pools or outbuildings
- Existing and future landscaping features *(i.e. landscape berms or retaining walls)*
- Geothermal heat pumps with connecting lines to buildings
- Private underground wiring
- Private cable/satellite TV lines
- Other

THIS PAGE DOES NOT NEED TO BE INCLUDED WITH YOUR NEW SERVICE APPLICATION

SAMPLE SITE SKETCH



Sketch of lot, home/building, and all applicable customer owned facilities.

New Electric Service Application
Propery Site Sketch and Liability Waiver

Customer Name: _____

Service Address: _____ City, State, Zip: _____

☐ **Check here if there are no existing or future planned private facilities on the property**

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

N

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 Upper Peninsula Power Company 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.

Customer Signature: _____ Date: _____

The digital signature feature is not available while viewing this form in a web browser. *Please view it on your desktop or in the Acrobat Application to complete the signature. It can also be printed, completed, and scanned. A photo of the completed form is acceptable.*

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