



Application for Commercial New Service

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)
- Provide copy of recorded deed, including owners' names and legal description for property
- 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 recorded deed (copies of tax statements not accepted). Right-of-Way Easement must be **signed by those with authority and notarized**.
- \$500.00 Contribution in Aid to Construction Charge 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.
- Site Sketch

Commercial rebates may be available!
Call 800-421-9959 and ask for Jeff S. or Mark O.

When the Contribution in Aid to Construction Charge 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 (30 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.
- Provide New Service Representative with electrical inspection permit number for project scheduling. If wiring is performed by the member an inspection number is also needed before power can be turned on.

*The Minnesota Department of Labor & Industry requires an electrical inspection. 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. (Requests for inspection can be accessed online at <http://www.doli.state.mn.us/CCLD/Electrical.asp>). If work is being performed by an electrical contractor, he will take care of electrical inspection requirements.

**Commercial New Construction
Membership Information**

Please print and complete this section in full.

For Office Use Only:

Application Mailed _____

Member Number _____

Deposit amount _____

PRIMARY MEMBER (Business Applicant):

Business Name _____

Type of Business: _____

Business Owner _____
First Middle Last Title/Position

Business Co-owner _____
First Middle Last Title/Position

Mailing Address

Address _____

City/State _____

Zip Code _____

Service Address (different from mailing address)

Address _____

City/State _____ Zip Code _____

Service Telephone Number _____

Federal Tax ID # _____

E-mail Address _____

Please circle one: Do you want to receive your New Service Packet
via E-mail or U.S. Mail?

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)

Account Number _____ 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 and Rebuild Service Information

Business Name _____ Type of Business _____

Business Address _____ Estimated date when power is needed _____

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. 14 Day concrete curing time required for transformer pad. Secondary conductor runs between transformer and transition cabinet will be \$8.00 per foot for each conductor installed. If there are any changes to the load requirements after the original service information form is submitted, a new updated information form must be completed and submitted to LCP.

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 _____

Complete the load information below or provide a project electrical load schedule.

	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			Total		

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

All motors with starting current above limits listed below must have manufactures' recommended current limiting starting device. Install manufactures' recommended power factor correction capacitors for each motor as determined by LCP's engineering department.

1. 260A starting current max is 43A full load current at 240V is approx. 7.5hp (single phase rate 40)
2. 360A starting current max is 60A full load current at 480V is approx. 45hp (three phase rates 45/46)

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 Availability 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) _____

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.
Mountain Iron, MN 55768

1-800-421-9959

www.lakecountrypower.coop

Last updated: October 2016

This institution is an equal opportunity provider and employer.

Work Order No. _____

_____ Map No.



A Touchstone Energy
Cooperative

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: Attached Warranty Deed

For easement legal description, see "Exhibit A" attached hereto and made a part hereof. The easement conveyed by this document is _____ feet (___ ft) in width, as indicated on Exhibit A attached hereto and made a part hereof and includes such additional width outside of the above distance as is necessary to accommodate such facilities used in connection therewith. Grantor(s) hereby acknowledge that said drawing/description labeled Exhibit A definitely and specifically describes the easement being acquired, and that said easement is of the minimum necessary for the safe conduct of the business for which this easement is granted.

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 communication and data lines, poles, wires, cables, handholes, manholes, transformer enclosures, concrete pads, transformers, connection boxes, guys, supports 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) 15 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 and shall include the continuation and extension of the facilities over the property to deliver electric power to other customers of Lake Country Power.

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 practical damage and inconvenience to Owner.

3. **Lake Country's Right to Maintain and Expand 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, expand 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, upon request 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 and side cut the portion of trees that may project into the Right-of-Way. 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 or the safety and maintenance policies of Lake Country caused by construction of any buildings, structures, fences or other obstructions within the Right-of-Way, each at the Owner's expense. Use of the Right-of-Way by other utilities or public service corporations shall be subject to the express written permission of Lake Country Power.

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

If grade or elevation changes are made by the Owner or there is impoundment of water caused by the Owner, which make it necessary for Lake Country to relay or relocate any of the Facilities, the cost of such Facility work 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 _____.

Owner Name and Title

Owner Name and Title

STATE OF MINNESOTA)
COUNTY OF _____)

This instrument was acknowledged before me this _____ day of _____, 20 _____,

Its _____
Name and Title

Its _____
Name and Title

This instrument was drafted by:
Lake Country Power,
a member-owned utility
2810 Elida Drive
Grand Rapids, Minnesota 55744

(STAMP)

Notary Public Signature
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 November 20, 2013**

Single-phase overhead 200 amp service:

- o \$6.00 per foot for primary extension and the first run of secondary

Single-phase overhead service above 200 amp:

- o \$6.00 per foot for primary extension and the first run of secondary
- o \$6.00 per foot for additional runs of secondary

Single-phase 200 amp underground service:

- o \$6.00 per foot for primary extension
- o \$6.00 per foot for first run of secondary

Single-phase 200 amp underground service above 200 amps:

- o \$6.00 per foot for primary extension
- o \$6.00 per foot for additional runs of secondary

Three-phase 200 amp service overhead or underground:

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

Three-phase overhead or underground above 200 amps:

- o \$8.00 per foot for primary extension and first run of secondary
- o \$8.00 per foot for additional runs of secondary

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:

- o Co-op furnishes 3 wire meter loops, including a 200 amp breaker type by-pass meter base loop mounted on a pole or pedestal
- o 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.)

Authorization to energize meter enclosure

The meter disconnect by NEC code is considered a utility disconnect controlled by Lake Country Power. LCP will authorize either the electrical contractor or homeowner to energize the meter enclosure. The meter enclosure disconnect will be sealed after installation with the disconnect open (de-energized). Member or electrical contractor is advised to first verify there is no power to the lugs before performing electrical wiring.

If the load side wiring is performed by an Electrical Contractor a permit number must be provided by the contractor to LCP before the utility disconnect seal can be removed to shut the disconnect and energize the service.

If the member performs the load side electrical work, a permit number and inspection sticker number must be provided to LCP before the utility disconnect seal can be removed to shut the disconnect and energize the service.

The inspection sticker will be located on the customer owned service panel.

Lake Country Power will be confirming permit and inspection numbers on line. Members who remove the seal and energize the service without obtaining an inspection will be reported to the state electrical board.

This authorization can only be done during normal business hours by contacting a Lake Country Power New Service Representative.

STATE BOARD OF ELECTRICITY
1821 University Ave., St Paul, MN 55104
The electrical wiring covered by Request for
inspection # _____ was
inspected on _____

**CAUTION: Wiring installed after this date or
alterations made to the wiring existing on
this date may create a hazardous condition.**

ELEC. INSPECTOR _____
EBO0027-03 ELEC. INSP. RECORD

Inspection sticker sample