



New Service Application
 Blue Earth Light and Water
 125 E 7th Street
 Blue Earth, MN 56063
 Office (507) 526 2191
 Fax (507) 526 5110

Service Address _____

Building Contractor _____ (phone)

Electrical Contractor _____ (phone)

Circle options:

3-PHASE 1-PHASE UNDERGROUND OVERHEAD AMPS_____

Bill electrical use to:

NAME: _____ PHONE _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

Account number _____

Items to be completed prior to start of service

Temporary service must comply with all requirements listed in BELW Electric Policy (601 Temporary Service), found on the next page

- Temporary Service Form completed
- Temporary Application Fee paid
- Site map completed
- Certificate of Insurance from Current Project Owner (liability)
- Affidavit filed with BELW

The undersigned acknowledges that the above information is correct and that all work is done in compliance with all National Electric Safety Codes and BELW's policy any exceptions must be preapproved in writing

Signature _____

Date: _____

BELW's authorized representative review _____

BELW Electric Policy (partial) for new services installs

303 Ownership of Equipment

303.1 BELW-Owned Equipment

The meter and associated metering equipment furnished or installed by BELW are the property of BELW.

(1) **Overhead Service**—In addition to the metering equipment, the overhead service drop installed by BELW is the property of BELW.

(2) **Underground Service**—In addition to the metering equipment, all equipment up to and including the designated secondary terminal installed by BELW is the property of BELW. (The secondary terminal could be the secondary terminal of a pad mounted transformer, or a secondary junction box.) Unless service is taken at primary voltage or otherwise specified by written agreement, all conductors and equipment operating at nominal voltages in excess of 600V are the property of BELW.

303.2 Customer-Owned Equipment

The meter socket, including where the socket is mounted, instrument transformer compartment (if required, see Section 710), the service entrance conductors and conduit from the meter socket to the service entrance disconnect, the service entrance switch or circuit breaker and the service entrance ground equipment and the concrete transformer pad are the property of the Customer.

1) Overhead Service—In addition to the equipment on the Customer side of the meter socket, the service drop wire holder or bracket, the weather-head and either the service mast and conduit with entrance wires or the service entrance cable with watertight connection to the meter socket are the property of the Customer.

(2) Underground Service—In addition to the equipment on the Customer side of the meter, all conduit and cable required to extend the secondary service lateral from BELW's secondary terminals to the meter socket are the property of the Customer.

(3) Current Existing Multitaps -will be the responsibility of BELW until separated into individual services. At this time the individual service will be returned to the customer ownership

601 Temporary Service

601.1

Temporary service is intended to be supplied at secondary voltages only to customers for use during the construction of permanent facilities and before the permanent service can be installed.

601.2

The address of the location to be supplied with temporary service must be permanently displayed at the location and on the temporary pedestal and be easily readable from the street before BELW will install the temporary service. All overhead and underground temporary services will be metered and billed under one of BELW's Standard Rate Schedules. BELW will furnish only the service drop or lateral and the metering equipment.

601.3

The Customer shall provide an approved meter socket with the necessary raceway and a suitable rigid support for attachment of the metering equipment and service drop or lateral. On all three phase temporary services, where required, the Customer shall also provide a suitable enclosure for installation of BELW's instrument transformers.

601.4

A nominal flat fee (payable in advance) will be assessed for the first single phase temporary service of 200 amperes or less installed for residential construction. The location of the temporary service will be designated by representatives of BELW. The Customer will be required to pay BELW for the actual cost to install and remove any additional single phase temporary service of 200 amperes or less, any single phase temporary service larger than 200 amperes, any commercial temporary service, any temporary service located for the convenience of the Customer, and any other special facilities requested by the Customer.

601.5

Affidavit's shall be presented prior to BELW prior to hook-up

702 Location of Meters

Meter locations will be agreed upon by representatives of the Customer and BELW, subject to final approval by the BELW.

702.1 Residential — All new or rewired services must have the meter located outside. Prior written approval from an BELW representative is needed to be excluded from this requirement.

702.2 Multiple Dwellings — Where more than one meter is installed, as on a duplex or apartment complexes, meters are to be located outside and grouped if possible. Exception: Complexes that have 24 meters or more may locate the meters inside as long as they are grouped at one location and accessible at all times to each customer and BELW personnel.

702.3 Industrial and Commercial — Meters for industrial and commercial service shall be located outdoors.

702.4 Height Limits — All meters located outdoors on residential or commercial services, where the meter is mounted on a permanent structure, shall have a height limit of not more than 6 feet and not less than 4 feet from final grade to the center of the meter. A typical metering arrangement is shown in Section 1000, Exhibit 1.

702.5 Mobile Homes — BELW will individually meter each mobile home located in a mobile home court or addition to a mobile home court. Resale of metered electrical energy by the court owner will not be permitted in these facilities. Individual meter pedestals, with bypass sockets, shall be provided by the customer or his representative. Maintenance and repair of the meter pedestal is the responsibility of the customer. .

702.6 Meter Clearances — Meters shall be situated such that there is not less than three feet of unobstructed space in front and one foot on all sides. Meters shall not be located where they are subject to corrosive fumes, dust, vibration or physical damage. Outdoor meters shall not be located in carports, under porches whether open or enclosed, or along walkways or driveways where they might create a hazard to people or be subject to damage by passing objects.

702.7 Access to Meters — Meter locations shall not be hazardous or cause inconvenience to employees of BELW when installing, maintaining, or reading the meters.

702.8 Residential Apartment Buildings — In all cases where multi-metering panels with stacked meter sockets are used, the maximum height to the center of the top meter shall be not more than 6 feet and the minimum height to the center of the bottom meter shall be not less 2 feet indoors and 3 feet outdoors. Individual apartment disconnects must be connected on the load side of the meter. If the service voltage is 120/208 volts, a fifth terminal located at the 9 o'clock position is required in the socket and must be connected to the service neutral in accordance with the National Electric Code (see Exhibit 12). The house meter socket for apartment buildings requires an approved lever actuated positive bypass mechanism which will provide clamping pressure on the meter blades. Only one meter may be installed under one socket cover in multi-metering panels.

702.9 Commercial Multi-Metering Panels — All commercial multi-metering panels used in shopping centers, spec buildings and multi-commercial tenant buildings shall have a maximum of four meter sockets per vertical stack. In all cases, the maximum height to the center of the top meter shall be 6 feet and the minimum height to the center of the bottom meter shall be 2 feet indoors and 3 feet outdoors. An approved lever actuated bypass is required on all meter sockets and each individual unit disconnect shall only be connected to the load side of the meter. Each individual meter socket shall have a barrier to isolate the customer's disconnect switch and wiring from the metering area. Only one meter may be installed under one socket cover. A system neutral is required to each 5 and 7 terminal meter socket in accordance with the National Electric Code.

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

North

West

East

South