



Attn: Operations & Engineering Coordinator
42 Wescom Rd
Johnson VT 05656
1-800-832-2667 Engineering
802-635-2331 Engineering
802-635-4210 fax

Change of Service Application



INVOICE

Attn: Operations & Engineering Coordinator
42 Wescom Rd
Johnson VT 05656

Item #	Description	Qty	Price	Total Due
142.25	Engineering Fee	1	\$250.00	
				\$250.00

Payments accepted up to \$2,500.00 if using a credit card:



Note: A \$250.00 fee will be charged for each additional site visit(s) when required.

Initial billing for construction may be subject to “true up” when job is completed. This will be a **line item** on the construction bill. This means an additional bill may be mailed to you at the end of your job.



Vermont Electric Cooperative, Inc.
 Attn: Operations & Engineering Coordinator
 42 Wescom Road
 Johnson, VT 05656-9717
 www.vermontelectric.coop

Toll Free: 1-800-832-2667 ext. 1117
 Telephone: 802-635-2331 ext. 1117
 Fax: 802-635-4210

Application for Service Changes

Please complete application and return with your Engineering Fee (this fee will be charged with each additional site visit(s) when required).

Applicant's Name _____ Account Number _____
 Mailing Address (as of today) _____ City _____ State _____ Zip _____
 E-911 Address _____ Town _____
 Service Type (i.e. – house, mobile home, rental, sugarhouse, etc.) _____ Email _____
 Telephone #'s : Home _____ - _____ - _____ Work _____ - _____ - _____ Cell _____ - _____ - _____

Increase Capacity: Size service presently: Increase size to:
 _____ 100amp _____ 100amp
 _____ 200amp _____ 200amp
 _____ 400amp _____ 400amp
 _____ other _____ other _____

Moving Line: Service Line presently: Service line change to:
 _____ overhead _____ overhead
 _____ underground _____ underground

Split Service(s): Number of Meter(s) Existing: _____ Number of Meters Desired: _____

Meter Location: Exits: Change to:
 _____ house/building _____ house/building
 _____ pole _____ pole
 _____ stub post _____ stub post

Other Comments: _____

NOTE: Delivery Point: The point at which the Cooperative owned facilities first connects to the customer-owned facilities. For overhead services the typical Delivery Point is at the customer-owned service entrance cable connectors at the customer's building. For underground services the typical Delivery Point is at the secondary terminals of the transformer (for those services where the underground Delivery Point was the source terminals of the customer-owned meter socket prior to March 15, 2010, the meter socket source terminals will remain the Delivery Point). For non-typical Delivery Points the Cooperative's Engineering Department shall identify the specific Delivery Point for the customer.

Please choose the appropriate load sheet (this must be filled out):

If there are multiple buildings, please submit a separate Load Sheet for each.

Residential Load Sheet

Name _____

Square Footage _____

For each line below provide connected load in **Total kW** or **HP** (*do not duplicate*)

Equipment Type	kW			Usage	
Inside Lighting			for		hrs/year
Outside Lighting			for		hrs/year
Electric Heating			for		hrs/year
Air Conditioning			for		hrs/year
Water Heating			for		hrs/year
Refrigeration			for		hrs/year
Additional Equipment	kW	# of Units		Usage	
EV's			for		hrs/year
Welder			for		hrs/year
Heat Pump			for		hrs/year
			for		hrs/year
Motors	HP	# of Units		Usage	
			for		hrs/year
			for		hrs/year
			for		hrs/year
			for		hrs/year
Total Connected Load			kW		
Total Diversified Load			kW		

Welder Data		Use					
kVA max							
Rated Voltage		V		Phase	1	3	
Rated P.F.				Site Installation	New	In use	
Other welders on site?	Yes	No					
Type of Use	Permanent		Seasonal		Temp		
Peak Use	Summer		Winter		Day	Night	Other
Welds/Unit		Per					
Length of Use		Per Weld					
Operational Use	Production		intermittent		Occasional		Other
Applied Voltage		V					
Duty Cycle		%@				kVA	
Further comments							

Commercial Electrical Load Calculation Sheet

Name _____

Item	Qty	Voltage	H/P / kVA	Amps	Total Amps	w / 125%	Diversity Factor	Diversified Load
MOTORS								
HEATING/COOLING								
MISCELLANEOUS								

NOTE: This sheet must be filled out and returned before the application for service or service change will be processed

Sugar House Electrical Load Calculation Sheet

Name _____

Account # _____

(if known)

Diversity Diversified

Item	Qty	Voltage	H/P / kVA	Amps	Total Amps	w / 125%	Factor	Load
Vaccum Pump								
R.O. high pressure pumps								
R.O. recirc pumps								
R.O. feed pump								
Wash Tank Heating Elem								
Pan Washer Pumps								
Lighting								
Receptacles								
Oil Fired Boiler								
Sap Pumps / Mechanical Releasers								
Evaporator								
Air Compressor								
Hydronic Heater Circulators								
Water Pressure Tank/Pump								
Drum Washer Pump								
Expansion Loads								
Vacuum Pumps								
R.O. High Pressure Pumps								
R.O. Recirc Pumps								
R.O. Feed Pump								
Contingency Loads								
Deep Well Pump								
Electric Releasers								
Electric Syrup Press Pump								

***NOTE:** This sheet must be filled out and returned before the application for service or service change will be processed.

Farm Load Calculation Sheet

Name _____

Item	Qty	Voltage	H/P / kVA	Amps	Total Amps	w / 125%	Diversity Factor	Diversified Load
MOTORS								
HEATING/COOLING								
MISCELLANEOUS								

NOTE: This sheet must be filled out and returned before the application for service or service change will be processed

Member Service Agreement

By Vermont Electric Cooperative, Inc.'s (VEC) filed tariff, the new member is allowed the installation cost credit of 100 feet of overhead service. If the new member requires an extension longer than 100 feet of overhead, by VEC's filed tariff, the member will be required to contribute towards the cost of the extension according to the appropriate rate schedule.

In addition, for any line extension, the new member is required to furnish at their cost all required tree clearing, Right of Way procurements, permits, trenching, conduit and backfill for underground installations, if required. Any work performed by VEC on behalf of a member associated with line extensions, relocations, upgrades, or equipment replacements, which are not specifically covered by the charges contained in this tariff, will be billed to the member at VEC's actual costs of performing the service.

If the new line extension secondary will cross a neighbor's property it is the **member's** responsibility for obtaining approval from the neighbor for this line.

Furnished by VEC:

- a) All necessary materials with overhead line extension(s), pole(s), and riser(s), if required, and meter(s) installed; costs paid by member in accordance with the filed tariffs
- b) Application packet of forms to be completed by member
- c) Copy of VEC filed electric service Line Extension Policy, line extension charges and VEC's Electric Service Requirements

Furnished by Member:

- a) Completed application packet including signed Application for Service and/or Additional Service and any right of way easements
- b) Member shall install a minimum of four stakes to show the approximate location of proposed building. The cost of the additional field engineering required due to relocation or re-orientation of proposed building or buildings after the original site survey will be borne in full by the member
- c) All material furnished and installed by the member shall comply with the latest edition of National Electrical Safety Code (NESC) and VEC's Electric Service Requirements (see construction drawings provided in packet)
- d) One of the following:

Overhead:

- a) Cost of all right of way clearing
- b) Meter socket on building (provide by owner's electrician)
- c) Cost for all extensions over 100 feet in length according to attached schedule

Underground Secondary

- a) Cost of all right of way clearing
- b) All trenching, backfilling, conduit, wire, meter sockets, and grounding system (per NESC)
- c) Cost for all extensions over allowable service credit according to attached rate schedule
- d) Stub pole or 10' x 6" x 6" pressure treated post, set 4' in ground, which member agrees to install and maintain (see construction drawings), or two stub poles w/ 5/4" pressure treated back-board for multiple services

Underground Primary

- a) Cost of all right of way clearing
- b) All trenching, backfilling, conduits and vaults as required
- c) Cost of primary underground extension
- d) Pull line capable of 500 lbs. pull strength

NOTE: Primary (wire conductor) to be provided by VEC

We the undersigned, hereby agree to the above requirements and conditions for electric service. We understand that before construction will be started payment for the costs of the extension must be paid in full. We also understand that initial billing for construction may be subject to "true up" when job is completed. This will be a **line item** (14200) on the initial construction bill. This means an additional bill may be mailed to you at the end of your job and payment is expected.



Applicant's Signature

Date



Co-Applicant's Signature