



# Missoula Electric Cooperative INC.

## NEW SERVICE APPLICATION

**New Service is for:**

- Residential       Commercial       Irrigation       Industrial  
 Other \_\_\_\_\_

**Billing Information:**

MEC Member Account Number \_\_\_\_\_

**Information for person who will be receiving & responsible for payment of the monthly bill: (If other than owner, Owner's Name: \_\_\_\_\_ Phone \_\_\_\_\_)**

- OWNER       BUILDING CONTRACTOR       ELECTRICAL CONTRACTOR

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ M.I. \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

**Information for a second person on this account:**

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ M.I. \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

**Please provide the following information:**

**Electrician:**

Name \_\_\_\_\_ Phone \_\_\_\_\_

**Builder / Contractor:**

Name \_\_\_\_\_ Phone \_\_\_\_\_

**Service Address:**

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

**Subdivision Name:**

\_\_\_\_\_ Lot # \_\_\_\_\_ Block \_\_\_\_\_

**Mailing Address:**

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

**Legal Description:** \_\_\_\_\_

**Closest MEC Facility:**

ID #: \_\_\_\_\_

This is a 10 digit number that is on all MEC equipment with black numbers on a yellow plate. These numbers represent the Township, Range, Section, and personal MEC identification number.

This identification will be on all equipment including poles, underground enclosures, and meter bases.

If the parcel in question is a difficult place to find, please supply us with directions. These will help our staking technician find the location and save everybody time.

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**Please provide a plot plan including:** legal description with Township, Section, Range and/or Certificate of Survey number, water/sewer system locations, building locations, roads, driveways, and any other non-utility owned facilities on (or planned on) the property.

**Please circle any that will apply to this project:**

- |                 |                 |                         |
|-----------------|-----------------|-------------------------|
| Meter Pedestal  | Meter on Pole   | Meter on House          |
| 200 Amp Service | 400 Amp Service | CT Can 600 Amps or more |
| Single Phase    | Three Phase     | Security Light          |

***A \$75.00 Engineering Fee will be paid to Missoula Electric Cooperative prior to meeting with the staking technician in the field. This fee is non-refundable, and it will be credited toward any construction charges for this project.***

**New Load Information:**

Building Size \_\_\_\_\_ sq. ft.  
 Heat Fuel \_\_\_\_\_  
 Air Conditioning: \_\_\_ Yes \_\_\_ No  
 Electric Panel Size \_\_\_\_\_ amps  
 Estimated Peak Load Amps \_\_\_\_\_  
 Requested Voltage \_\_\_\_\_ Single Phase \_\_\_\_\_ Three Phase \_\_\_\_\_  
 If irrigation, size of pump \_\_\_\_\_ hp Motors over 40 hp 3 phase must be equipped to limit current draw and voltage dip. MEC restricts single phase motors to 10 hp or less.

## **General Requirements for Installation of Service:**

**Easement:** An easement is required for all MEC supplied facilities. Easements must be signed by those legally authorized to do so and acceptable by Missoula County Clerk and Recorder. This document is required prior to installation of MEC facilities. Lots and/or easement boundaries needed for determination of the route must be provided before field staking can be completed.

**Electrical Permits:** Electrical Permits as are required by either City, County, or State, according to jurisdiction are required prior to release of work order to the MEC Construction department.

**Cooperative Membership:** A signed membership is required for each person or entity that requests service from MEC.

**Disconnects:** The customer is required to provide a means of disconnect on the exterior of the building, or at the meter base, if it is not attached to the building.

**Metering Requirements:** At MEC's request, the customer requesting three phase service may be asked to provide a metering cabinet with adequate landing lugs and a 13 jaw meter socket. Metering cabinet is to be mounted on the building or on a secure base.

**Transformer Location:** Transformers must be located a minimum of five feet from a building wall. A cleared area eight feet from all other sides of the transformer must be maintained for proper cooling, operation, and access for MEC employees.

**Power Quality and Harmonics:** MEC agrees to maintain voltage at the metering point to within +/- 5% of the nominal voltage. The customer must agree to limit total harmonic distortion generated from within its facilities to levels set by IEEE 519-1992 standards.

**Outages:** MEC does not guarantee uninterrupted power. Loss of one or more phases is possible. If needed, protection against "single phasing" should be provided by the three phase customers.

**Excavation:** Excavation and conduits for underground power lines provided by the customer must be a minimum of three feet deep. Grade stakes indicating final grade must be provided for placement of transformer and above ground equipment.

**Cost Estimates:** The Staking Technician will provide the customer with a cost estimate for Aid to Construction. Due to price changes, the estimate is only good for 90 days. The job will not be scheduled until the Aid to Construction is paid. If 90 days elapses, the estimate may be revised to reflect price increases.