



# MT. WHEELER POWER

*Powering Your Future*



## NEW SERVICE APPLICATION

To start the new service process, applicants must submit a completed New Service Application either electronically, or on paper and returned to our MWP locations. Once the application is submitted a member of the Engineering Department will contact the applicant to schedule a Design Engineer to conduct a site visit/project overview which is necessary to generate a cost estimate.

- As the construction season progresses, availability of appointments can be up to a month out. We encourage applicants to plan accordingly.
- All changes or upgrades to an existing service must be paid for in-full and in-advance of installation. Costs may include the retirement of existing facilities.
- Should the project require a line relocation, the Co-op will request a new easement from the legal owner prior to relinquishing the old easement.

**NOTE: PLEASE COMPLETE ALL APPLICABLE FIELDS BELOW. INCOMPLETE APPLICATIONS MAY NOT BE PROCESSED AND MAY BE RETURNED FOR APPLICANT TO PROVIDE ADDITIONAL INFORMATION OR MISSING INFORMATION.**

### SERVICE INFORMATION:

Work Requested: ☐ New Service ☐ Upgrade to Existing Service  
Service Is For: ☐ Residential ☐ Commercial ☐ Irrigation ☐ Industrial  
☐ Other: \_\_\_\_\_

### PRIMARY ACCOUNT HOLDER NAME:

Please provide the mailing address where MWP should send billing statements and/or correspondence.

Name (Last, First, M.I.):		
Mailing Address:		City, State, ZIP:
Home Phone:	Cell Phone:	Work Phone:
E-mail Address:		

### PROPERTY INFORMATION

If you are unable to provide an address or parcel number please email a .kmz file with a google earth pin to help us locate the site.

Service Address:
City, State, ZIP:
Assessor Parcel Number (APN):

### CONTRACTOR INFORMATION

If you are unsure of your electrical needs, we recommend contacting a licensed electrician for your safety.

<b>Electrician:</b>		Contact Name:
Phone:	E-mail:	
<b>Builder/Contractor:</b>		Contact Name:
Phone:	E-mail:	

**BILLING INFORMATION:**

Person responsible for bill\*\*:

☐ Owner ☐ Building Contractor ☐ Electrical Contractor**\*\*Person in whose name the electricity will be billed must be a member, or establish membership before the New Service Application can be processed\*\***

If the person responsible for the power bill is not the owner, please provide owner's information:

Owner's Name:

Owner's Phone:

Are you currently a member of MWP?:

☐ No ☐ Yes MWP Account/Membership #: \_\_\_\_\_**CLOSEST MWP EQUIPMENT ID:**

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

Providing the closest MWP equipment identification number is necessary to determine if the subject property is in the MWP service territory. This ID number consists of 4-5 Letters and 4 numbers. All MWP facilities, including poles, underground enclosures are tagged with a yellow background and black letters. (see examples below)

**PLEASE PROVIDE A PLOT PLAN INCLUDING:**

A parcel outline with property corners noted. If available, please provide Township, Section and Range and Certificate of Survey. Be sure to include non-utility owned facilities on (or planned) the property the water, sewer system locations, building locations, roads, driveways, etc. If any CAD files are available or pdf drawings please email to Design Engineer.

*\*\*\*If no plot plan is provided MWP accepts no responsibility for construction errors that result from, not providing sufficient planning or incomplete project details.*

**PLEASE CHECK ANY THAT WILL APPLY TO THIS PROJECT:**☐ Meter Pedestal☐ Meter on House/Building☐ 200 Amp Service☐ 320 Amp Service☐ 400 Amp CT Service☐ CT 600 Amps or more**PHASES FOR PROJECT:**☐ Three Phase☐ Single Phase**REQUESTED VOLTAGE:** \_\_\_\_\_

**HEAT FUEL:** \_\_\_\_\_

Are you requesting an On Demand Water Heater?                      Yes      No

Electric Vehicle charging?      Yes              No

**IRRIGATION:** If this is an irrigation service, indicate the size of pump to be installed: \_\_\_\_\_ hp\*\*\*\*

Three phase motors larger than 30 hp must be equipped to limit current draw and voltage dip. MWP restricts single phase motors to 15 hp or less.

**According to Rule 9 C.2, preliminary Engineering fees that exceed \$500 must be paid to Mt. Wheeler Power Cooperative prior to providing final design and/or design changes. This fee is non-refundable, and will be credited against construction costs.**

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return completed form to Engineering Department at the  
office locations or by email to:**

[designeng@mwpower.org](mailto:designeng@mwpower.org)

## **GENERAL REQUIREMENTS FOR INSTALLATION OF SERVICE:**

### **EASEMENT**

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

### **ELECTRICAL PERMITS**

Electrical Permits, as required by the jurisdiction having authority (i.e. City, County, State, or Federal), are required prior to release of a work order for construction. In most counties an electrical inspection must be completed before the service is energized. If the governing county waive the right for inspection a Licensed Electrician Sticker is required.

### **COOPERATIVE MEMBERSHIP**

Application for membership is required for each person or entity that requests service from MWP.

### **DISCONNECTS**

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

### **METERING REQUIREMENTS**

Consumer provided single-phase and three-phase metering services must conform to the corresponding requirements outlined in MWP's Service Requirements documents.

### **TRANSFORMER LOCATION**

Pad mounted transformers must be located no less than three feet from a building wall. A cleared area five feet from all other sides of the transformer must be maintained for proper cooling, operation, and access for MWP employees.

### **POWER QUALITY AND HARMONICS**

MWP 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**

MWP does not guarantee uninterrupted power. Loss of one or more phases is possible. Protection against "single phasing" must be provided by the three-phase customers.

### **EXCAVATION**

Excavation and locating existing utilities by calling 811 Call Before You Dig for underground power lines is the responsibility of the member. Trenches must be **at least 36" for secondary lines, and at least 42" for primary lines.**

### **COST ESTIMATES**

The Design Engineer will provide the customer with a cost estimate for Aid to Construction. Due to price fluctuations, estimates are valid for 30 days. The job will not be scheduled until the Aid to Construction is paid in full. If 30 days elapses, the estimate may be revised to reflect price variances.