

# For Trico Use Only

School Dist. \_\_\_\_\_ Loan \_\_\_\_\_

Stake in \_\_\_\_\_

Member # \_\_\_\_\_

Map Location \_\_\_\_\_

Account # \_\_\_\_\_

Work Order # \_\_\_\_\_

Logged \_\_\_\_\_

#Mtrs \_\_\_\_\_

Power contract required?  Y  N R/W required?  Y  N Estimate required?  Y  N Rate Schedule: \_\_\_\_\_

## BUSINESS APPLICATION FOR NEW SERVICE DESIGN & CONSTRUCTION

(For Customer Use – To Be Completed and Signed by Authorized Signatory - Please Print)

Date \_\_\_\_\_

New Trico Member  Existing Trico Member Application filed:  In person  By phone  By letter/e-mail  By FAX

Name of Business on Account \_\_\_\_\_

Type of Business \_\_\_\_\_ Federal/State Tax ID # \_\_\_\_\_  
*(i.e. Fast food, Gas Station, Construction, Developer)*

Commercial  Industrial/Manufacturing  Mixed Use Commercial/Residential  Other \_\_\_\_\_

Sole Proprietorship  Partnership  Corporation  Other \_\_\_\_\_  
*(Please provide; Articles of Incorporation, Partnership Agreement, Article of Organization, or other supporting documents)*

Establishment Date of Business \_\_\_\_\_ Days/Hours of Operation \_\_\_\_\_ / \_\_\_\_\_ AM \_\_\_\_\_ PM  
*(Monday-Friday)*

Mailing address of new service \_\_\_\_\_ City, State, Zip \_\_\_\_\_  
*(Where the bill will be mailed at the time of connect)*

Name and Title of Requestor \_\_\_\_\_ Signatory Authorization  Yes  No  
*(If yes, please provide documentation)*

Present mailing address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Daytime phone \_\_\_\_\_ Business phone \_\_\_\_\_ FAX \_\_\_\_\_

E-mail address of Requestor \_\_\_\_\_

Owner's Name \_\_\_\_\_ Phone or E-mail \_\_\_\_\_

Statutory Agent \_\_\_\_\_ Phone or E-mail \_\_\_\_\_

Engineer \_\_\_\_\_ Phone or E-mail \_\_\_\_\_

General Contractor \_\_\_\_\_ Phone or E-mail \_\_\_\_\_

Township \_\_\_\_\_ Range \_\_\_\_\_ Section \_\_\_\_\_ Is power to property line?  Yes  No  
*(If No, approximate distance to closest power \_\_\_\_\_)*

Development (if any) \_\_\_\_\_ Unit/Pad/Lot # \_\_\_\_\_

Street address of new service \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Type of service you want: \*

Underground to meter  Underground to property line  Primary only  
 Overhead to meter  Overhead to property line  Not sure

Service Entrance Section (SES) Size: \_\_\_\_\_ Volts: \_\_\_\_\_ Phase:  Single or  Three  
*(Please provide load calculations) (Volts if 3-Phase, 120/208V or 277/480V)*

(Continued on other side)

Type of service continued:

Single Building       Multiple Buildings       Strip Mall (Quantity of Suites \_\_\_\_\_)

Square Footage of Building(s)/Suites \_\_\_\_\_  Commercial Well (Quantity \_\_\_\_\_ HP \_\_\_\_\_)

Other \_\_\_\_\_  
*(Entrance Monument, Landscape Irrigation, Gates)*

Total number of metered services required \_\_\_\_\_

Date you will require power/service \_\_\_\_\_ Will you require temporary construction power  Yes  No

Date you will require power/service for temporary construction \_\_\_\_\_

Will you have gas or propane on site  Yes  No List any loads not part of normal operation \_\_\_\_\_  
*(i.e. Fire Suppression Pumps)*

Additional comments by applicant: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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Agreement to Accept Service: I hereby apply for electrical service at the above location. I understand that Trico will make service available upon completion of engineering details and duly executed contractual agreement between the parties. This application is valid for 60 days from the above date. I agree to accept service when construction is completed.

Signatory's signature \_\_\_\_\_ Date \_\_\_\_\_

Please print name \_\_\_\_\_ Date \_\_\_\_\_

*\* The design of your line extension will be based on the Rules, Regulations, and Line Extension Policies of Trico and must factor if existing facilities are capable and able of supplying your service requirement, plus responsibilities of the Cooperative and the Applicant, together with system plans of the Cooperative, to determine the most cost effective design, in the Cooperative's opinion.*

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**For Trico Use Only**

W/O # by \_\_\_\_\_ Date \_\_\_\_\_ To Staking by \_\_\_\_\_ Date \_\_\_\_\_ To Construc. by \_\_\_\_\_ Date \_\_\_\_\_

Bill connect fee    Deposit: Paid \_\_\_\_\_ Sending \_\_\_\_\_ Not required \_\_\_\_\_ Letter of Credit \_\_\_\_\_ Attached \_\_\_\_\_ On file \_\_\_\_\_

Remarks: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_

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# BUSINESS NEW SERVICE DESIGN & CONSTRUCTION CHECK LIST

Work Order # \_\_\_\_\_

## WE WILL NEED FROM YOU (Copies of):

- \_\_\_\_\_ Legitimate legal description of property (*as found in a Deed or Title Report*) if not in a duly recorded real estate subdivision.
- \_\_\_\_\_ Official (*physical*) address of property OR Building or Inspection Permit from the agency having jurisdiction (*Permit exemptions must be proven by Applicant*).
- \_\_\_\_\_ Mailing address (*where you will receive the bill at time of connect*)
- \_\_\_\_\_ Complete set of improvement plans, including grading plans (*preferred in AutoCAD 2000 or newer, by e-mail or on a CD of the base drawing file*)
- \_\_\_\_\_ Billing Deposit (*to be calculated*) or a qualifying Letter of Credit (*in the name of the business*) from previous electric company, see "FEES" on the reverse side of this sheet. Deposit Requirement must be met prior to establishing service.
- \_\_\_\_\_ All line extensions will require a nonrefundable contribution for the total cost of construction and a signed line extension agreement, which shall explain the minimum size economic standard facilities charged to you and the payment terms. Trico is no longer allowed to grant free footage or line extension credits.
- \_\_\_\_\_ Site Improvements will be required to qualify as a permanent service (*see Part 2 of Trico's R,R,&LEP*). It is the determination of the Design Department, upon field inspection, whether or not you have met the necessary site improvements (*refer to application page "Site Improvements Required for Line Extension Permanency Designation"*).

## YOU ARE RESPONSIBLE FOR:

- \_\_\_\_\_ Coordinating with Trico's Design Dept. and Trico Inspectors on trenching and conduit installation, as well as any Trico equipment basements/ground sleeves and concrete pads.
- \_\_\_\_\_ Marking your property corners (*if we cannot find them, you may be required to hire a surveyor to re-establish them.*)
- \_\_\_\_\_ Calling Blue Stake at 1-800-STAKE-IT (1-800-782-5348) or 811 to mark any underground utilities (*Before you dig*).
- \_\_\_\_\_ Getting easements (*if required*) signed, notarized, and paying all rights-of-way and permit fees involved.
- \_\_\_\_\_ UG (Underground Services): **CUSTOMER IS RESPONSIBLE FOR: DIGGING, ALL CONDUIT AND BACKFILLING ALL TRENCHES** along Trico's approved route! (*Permits are required if you dig in any Right-of-Ways or cross any paved roads*). Customer is responsible for furnishing and installing the Service Entrance Section (SES)/metering equipment. Contact our Design Dept. for specifications & requirements.
- \_\_\_\_\_ OH (Overhead Service): Customer is responsible for furnishing and installing the Service Entrance Section (SES)/metering equipment. Contact our Design Dept. for specifications & requirements.
- \_\_\_\_\_ Notifying Trico of any backup or co-generation equipment, not limited to but including backup generators, photovoltaic solar installations, or wind turbines. If the equipment is intended to operate in parallel with the Cooperative's electric system, a separate application and interconnection agreement must be completed. (*See rule 224 of Trico's current R,R,&LEP*)

### Getting **PERMITS** :

You are responsible for contacting the local authority having jurisdiction to determine the proper permits and inspections required.

### **PIMA COUNTY**

Central Permits, 201 N. Stone - 1<sup>st</sup> floor, Tucson, AZ 85701 (520) 740-6490

### **CITY OF TUCSON**

Development Services, 201 N. Stone - 1<sup>st</sup> floor (*North Side*), Tucson, AZ 85701 (520) 791-5550

### **PINAL COUNTY**

Building & Safety, 31 N. Pinal St. – Building F, PO BOX 1610, Florence, AZ 85132 (520) 866-6405

### **TOWN OF MARANA**

Building Services, 11555 W. Civic Center Dr., Marana, AZ 85653 (520) 382-2600

### **TOWN OF SAHUARITA**

Building Safety, 375 W. Sahuarita Center Way, Sahuarita, AZ 85629 (520) 822-8866

- \_\_\_\_\_ Providing us safe and reasonable access to your property to design, construct, read your meter and access our facilities.

- \_\_\_\_\_ **MAKING SURE OUR MEMBER ACCOUNTS DEPT. HAS YOUR CORRECT MAILING ADDRESS & PHONE NUMBER AT THE TIME OF CONNECT.** (*We do not want your service disconnected for non-payment because the bill was sent to an incorrect address and you never received it!*)

- \_\_\_\_\_ Trico does not provide telephone or cable TV facilities. You must contact or notify the local provider.

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# SITE IMPROVEMENTS REQUIRED FOR LINE EXTENSION PERMANENCY DESIGNATION

ES-3

August 1, 2009

## OBJECTIVE:

In accordance with ACC Rules, Regulations and Line Extension Policies effective August 1, 2009 Docket #E-01461A-08-0430, specifically sections 103,104 and 201, Trico Electric Cooperative's Board of Directors approve this policy as the site improvements needed to qualify for "permanency" designation for new service.

## CONTENT:

Line Extensions Prior to Improvements: To extend its distribution facilities prior to meeting the improvement criteria noted below, Trico Electric Cooperative will require an up-front nonrefundable contribution in aid to construction equal to the total cost of installation of facilities AND an up-front non-interest bearing refundable advance (hereafter called the "retirement advance") based upon the total estimated cost of retirement of the new line extension facility constructed to serve the consumer.

Refund: When all site improvements have been met, the applicant should request the Cooperative to verify the completion of the required site improvements. After satisfying this policy and meeting the improvement criteria, the "retirement advance" will be refunded to the customer. The Cooperative reserves the right to withhold a refund to any customer whose account is delinquent.

Site Improvement Criteria for Line Extension "Permanency" Designation: This site improvement criteria will apply to individual applicants regardless of whether their nonrefundable line extension costs have been paid or not. Any payment made by an applicant for a line extension, will not in itself be cause for the Cooperative to extend its facilities. The site improvement criteria must also be satisfied or the "retirement advance" paid before a line extension will take place. Line extensions will be made only when ample evidence exists on the site that electric usage will occur immediately or very soon after the line is complete, and improvements are sufficiently permanent in nature such that consumption will continue on a permanent basis.

### A. GENERAL

1. "Permanency" will only be designated for the site for which service is being requested. Defining a "site" as "a different site" or "a new site" has to do with the intent for which the site is to be used, the improvements made to each site, the separation of one site from another site (whether legal or natural), the anticipated revenue, the size of the load to be served, and the ease by which a load can be powered without an additional metering point.
2. The city, town or county permits required are issued for the intended use of the service.
3. The applicant owns, leases, or is buying the land and provides a copy of the deed or lease agreement to Trico.

### B. RESIDENTIAL HOUSE, MANUFACTURED HOME OR COMMERCIAL BUILDING

1. Must be a permanent structure designed for continued occupancy with a building permit issued as such.
2. Constructed to the point where foundation work is complete and the applicant is ready for temporary electric service for construction purposes.

(Continued on other side)

**C. MOBILE HOME**

1. The mobile home is a mobile type home with dimensions that are at least eight feet (8') by forty feet (40') or wider than ten feet (10'), and must be a permanent structure designed for continued occupancy with a building permit issued as such.
2. Mobile home is existing on the property with the wheels off and blocked in the permanent location. Mobile homes, which are still "mobile", do not constitute a permanently habitable structure warranting extension of the Cooperative's distribution facilities.
3. Sewage disposal facilities are completely installed on site.

**D. TRAILER HOUSE OR R.V.**

A trailer house smaller than the size defined as a mobile home above or a Recreational Vehicle (R.V.) shall not be considered permanent nor will it be eligible for "permanency" designation.

**E. UNDERGROUND SECONDARY EXTENSION**

When a line extension is such, that the existing primary power line is to the edge of the parcel of land and no primary is required for the extension, Trico will waive the other site improvement if:

1. The line extension is short enough that by using good engineering practices it can be constructed as underground secondary only.
2. Sewage disposal facilities are completely installed on site.
3. An operative domestic well or water from a permanent central supply system with distribution lines is installed.

If the three requirements above have been met, Trico will not require a "retirement advance." Payment of any applicable Line Extension costs will be required prior to Trico extending its distribution facilities.

As a representative of Trico, I am here to help you understand the site improvement requirements so that you get the service you need.

\_\_\_\_\_  
Trico's New Service Representative

\_\_\_\_\_  
Date

As a Trico Member/Customer I have read, been able to ask questions and feel I understand the above site improvements required for permanency designation.

\_\_\_\_\_  
**Member's Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Member's Printed Name**