

For Trico Use Only

School Dist. _____ Loan _____

Work Order # _____

Member # _____

Designer: _____

Map Location _____

Account # _____

Service Area/Board Distr. _____

Tax Y N

Billed New Service Fee

Rate Assignment tasks created

No. of Meters _____

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

BILLING ACCOUNT INFORMATION

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 _____
(Monday-Friday)

Present mailing address _____ City, State, Zip _____

Daytime phone _____ Business phone _____ Fax _____

Accounts Payable Contact Name _____

Mailing address of new service _____ City, State, Zip _____
(Where you will receive the bill at the time of connect)

E-mail address of Requestor _____

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

Owner's Name _____ Phone or E-mail _____

General Contractor _____ Phone or E-mail _____

Engineer _____ Phone or E-mail _____

NEW CONSTRUCTION INFORMATION

1. Street address of new service _____ City, State, Zip _____

Township _____ Range _____ Section _____

Development/Subdivision _____ Unit/Lot # _____

2. Electrical Information

Underground to meter
 Overhead to meter

Underground to property line
 Overhead to property line

Primary only
 Not sure

Service Entrance Section (SES) Size: _____
(load calculations required over 200 AMP)

Volts: _____ Phase: Single or Three
(Volts if 3-Phase, 120/208V or 277/480V)

Type of service:

Single Building or Custom Home
 Multiple Buildings
 Strip Mall (Quantity of Suites _____)
 Commercial Well (Quantity _____ HP _____)

Square Footage of Building(s)/Suites _____

Other _____
(Entrance Monument, Landscape Irrigation, Gates)

Will you have gas or propane on site Yes No

List any loads not part of normal operation: _____
(i.e. Fire Suppression Pumps)

3. Total number of metered services required: _____

4. Date you will require power/service: _____

5. Will you require temporary construction power? Yes No If yes, SES Size of temporary service: _____

Date you will require power/service for temporary construction _____

WE WILL NEED FROM YOU:

- 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
- Complete set of improvement plans, including grading plans (*preferred in AutoCAD 2010 or newer, by e-mail or on a CD of the base drawing file*)

Please note the billing account and new construction fees:

- **Billing Deposit or Letter of Credit** from present electric company. (*See rule 124 & 128 of Trico's current R, R, & LEP*)
- **\$100.00 New Service Establishment Fee** plus applicable taxes will be billed on your first bill. (one-time charge)
- **Fixed Monthly Charge** plus applicable taxes, in accordance with the applicable Rate Tariff determined by Trico. (*See rule 109, 139, & 140 of Trico's current R, R, & LEP*)
- **Line Extension Costs** all applicable fees (to be determined at a later date) shall be paid to the Cooperative, prior to construction. (*See rule 203.D of Trico's current R, R, & LEP*)
- **A Design Deposit** may be required to prepare detailed line extension plans. Such advance will be applied to the final cost. (*See rule 201.B of Trico's current R, R, & LEP*)

Additional comments by applicant: _____

ADDITIONAL INFORMATION

Trico's Rules, Regulations, and Line Extension Policies can be found online at:

<https://www.trico.coop/construction-services/reference-documents/rules-regulations-and-line-extension-policy>

Trico's Electric Service Requirements Book can be found online at:

<https://www.trico.coop/images/ESRB-2018-9.pdf>

Permits and Inspections from the Authority Having Jurisdiction (AHJ)

Mobile/Mfg. Homes require inspections from the **County & State**. (*State Insp. currently only required in Pima Co. & City of Tucson*)
Single Family Residences or Domestic Wells require inspections from the **County/Town only**.

*You are responsible for contacting the local AHJ to determine the proper permits and inspections required. Permit exemptions must be proven by the applicant.

You may obtain a permit at one of the following agencies:

PIMA COUNTY Central Permits, 201 N. Stone - 1st floor, Tucson, AZ 85701 (520) 724-9000

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

TOWN OF MARANA Building Safety, 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

CITY OF TUCSON Development Services, 201 N. Stone - 1st floor (*North Side*), Tucson, AZ 85701 (520) 791-5550

STATE OF ARIZONA Office of Manufactured Housing, 1110 W. Washington St., Ste.100, Phoenix Az., 85007 (602) 771-1000

THE PROCESS OF YOUR APPLICATION:

- ❖ Submit your application to a New Service Technician at least **six weeks prior** to needing electric via email to ConstructionApplications@Trico.coop, by mail, fax, or in person. Email or call (520) 744-2944 ext. 2731 for questions.
- ❖ A Trico Designer will contact you within 1-2 weeks after submitting the application to set up a site evaluation. During this time, you will need to mark your meter location, property corners, and contact Blue Stake (Arizona 811).
- ❖ A Trico Designer will direct the route of electrical service to your meter location. A cost will be evaluated after the design has been completed.
- ❖ Customer is responsible for digging, backfilling and installation of conduit system for all trenches. To have your trench and conduit system inspected prior to backfilling or if you have questions about Trico's service requirements such as: the meter pedestal, meter panel, trench, or conduit specifications, call (520) 744-2944 ext. 1383 to coordinate with a Trico Inspector.
- ❖ Call the local Authority Having Jurisdiction (AHJ) for your **electrical permit inspections**. (*Excluding new meter pole installations, our construction does not have to be completed before you call for your inspections.*)
- ❖ To schedule a construction date, verify that your electrical permit inspections have been received, or to let us know your trenches are backfilled, call Trico's Construction Schedulers at (520) 744-2944 ext. 1355 or 1383. **TRICO MUST RECEIVE AN EMAIL, CALL, OR FAX FROM THE AHJ VERIFYING THAT YOU HAVE PASSED THEIR INSPECTION(S).**
- ❖ **Trico must have your Billing Deposit or Letter of Credit prior to connection of service.**
- ❖ Once we have received the clearances from the AHJ, deposit or Letter of Credit, and your trenches are covered, your service should be connected within 24–48 hours, excluding weekends, holidays and pending emergencies.

AGREEMENT TO ACCEPT SERVICE:

I have read and understand the requirements and my responsibilities regarding the type of service I am applying for, I also understand that I must meet those requirements before Trico can extend electric service to me.

By becoming a member of Trico, you are agreeing to follow the policies, rules and schedules of Trico Electric Cooperative, Inc. A copy of the Rules, Regulations & Line Extension Policies approved by the Arizona Corporation Commission (ACC), 402 W. Congress, Tucson, AZ 85701, (520) 628-5555 is available on-line or upon request.

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.

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.

These instructions may not cover all situations. Some situations might require special written agreements or studies.

Signatory's Signature

Date

Signatory's Printed Name