

**Vermont Electric Cooperative, Inc. CHANGE OF SERVICE**

Attn: Operations & Engineering Coordinator

42 Wescom Road Toll Free: 1-800-832-2667 ext. 1117

Johnson, VT 05656-9717 Telephone: 802-635-2331 ext. 1117

Email: scheduling@vermontlectric.coop Fax: 802-635-4210

Name on Account Account Number

Mailing address Town State Zip

Home Phone Work Phone Cell Phone

Email Address Site’s Physical Address Town

**Check appropriate box(s):**

**Increase Capacity:**  **Moving Line:**

**Present: Increase to: Present: Move to:**

100amp 100amp Overhead Overhead

200amp 200amp Underground Underground

400amp 400amp

other, specify: other, specify:



**Move Meter: Split Service:**

Present: Move to: Existing: Additional:

House House # of Meters # of Meters

Pole Pole

Sub Post Stub Post

other, specify: other, specify:

**Contractor:**

General Contractor Telephone

Electrician Telephone

Attach appropriate load sheet: need to create link

**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:

1. 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
2. Application packet of forms to be completed by member
3. Copy of VEC filed electric service Line Extension Policy, line extension charges and VEC’s Electric Service Requirements

Furnished by Member:

1. Completed application packet including signed Application for Service and/or Additional Service and any right of way easements
2. Member shall install a minimum of four stakes to show the approximate location of proposed building. The cost of the additional utility designing 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
3. 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)
4. One of the following:

Overhead:

1. Cost of all right of way clearing
2. Meter socket on building (provide by owner’s electrician)
3. Cost for all extensions over 100 feet in length according to attached schedule

Underground Secondary

1. Cost of all right of way clearing
2. All trenching, backfilling, conduit, wire, meter sockets, and grounding system (per NESC)
3. Cost for all extensions over allowable service credit according to attached rate schedule
4. 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

1. Cost of all right of way clearing
2. All trenching, backfilling, conduits and vaults as required
3. Cost of primary underground extension
4. Pull line capable of 500 lbs. pull strength

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

Member Changes:

1. Members shall give proper notice to VEC of any increase or decrease proposed in load of 100 amps or greater
2. Members and their Contractors are prohibited from modifying service equipment, without the notification and consent of VEC, and, when required, the appropriate State or Local Inspection Authority. Examples of modifications that require prior notification and consent are:
3. Replacing, or adding, a main panel for the purpose of increasing capacity.
4. Other actions that may create safety concerns, NESC violations, equipment overloads, or be contradictory to these Service Requirements or VEC Tariffs
5. Failure on the part of the member to give notice as provided above shall render them liable for any damages to meters, transformers, wires, and associated apparatus of VEC resulting from the use of increased or changed load. These costs will be in excess of those the member would have borne if they had contacted VEC in advance of these changes

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.

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Applicant’s Electronic Signature Date Co-Applicant’s Electronic Signature

 **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: [](http://www.google.com/url?sa=i&rct=j&q=&esrc=s&source=images&cd=&cad=rja&uact=8&ved=&url=http://omurtlak48.blogspot.com/2012/01/discover-credit-card-mailing-address.html&psig=AOvVaw1SEiazWjslvoD2qLza3FqO&ust=1540580034838345)

**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.