

# HELP INFORMATION FOR AVEC COMMERCIAL SERVICE REQUEST

- 1 Enter Today's Date Here
- 2 Enter the Applicants Business Name here
- 3 Enter the Applicants Business's Federal ID Number here
- 4 Enter the Applicants Mailing Address here
- 5 Enter the Person We should Contact Concerning the Project here
- 6 Enter the Applicants Email Address here
- 7 Enter the Name of the Village where electrical service is needed here
- 8 Enter the Applicants Phone Number and Fax Number Here
  - Please make sure that it is a phone number that we can reach you at during the day incase we have any questions
- 9 Is the Building Being Relocated?
  - If the building has had electrical service before and is being moved to a new location, we need to know both the old location and the new location.
- 10 Have You Had AVEC Service Prior the This?
  - Did/Do you have another building that has electrical service provided by AVEC?
- 11 What is the Primary Use of the Building?
  - Business (example: store)
  - Public Facility (example: washeteria)
  - Other
- 12 Do You Have Medical Equipment in this building that is necessary to sustain the life of persons staying there, such as respirators or dialysis machines?
- 13 Should Another Party be Notified in Case of Disconnection?
  - In the event that your electrical service is disconnected, should AVEC contact someone besides the applicant to notify them of the disconnect? Example: Landlord, or a Relative if you travel out of the village.
  - Please provide a name and phone number.

- 14 Do You Own or Rent this building? If you Rent, who is the Landlord?
  - 15 Name and Phone Number of Owner/Contact
  - 16 Name and Phone Number of Electrician
  - 17 Name and Phone Number of Contractor
  - 18 Name and Phone Number of Any Additional Contacts
  - 19 If this is a new building, what date do you expect construction to begin?
  - 20 If this is a new building, what date do you expect construction to be completed?
  - 21 When do you expect to have your service entrance installed up to AVEC specifications and ready for electrical service?
  - 22 Is this Service Permanent or Temporary
    - A Permanent Service is a service that will remain for the useful life of the facility.
    - A Temporary Service is a service that will needed only for construction or will be disconnected prior to the end of the useful life of the structure (about 15 years).
    - If the service is Temporary, estimate the date it will no longer be needed.
- 
- 23 For the **ENGINEERING INFORMATION** Section that requests information
    - concerning the Voltage, Watts, and Amps of different units; there is a United
  - 33 Laboratory label on the back or bottom each electrical device/appliance that gives you this information.
- 23 Does the building have an Electric Range?
  - 24 Will the building be supplying electricity to any Electric Portable Heaters?
    - How many Electric Portable Heaters do you have?
    - What are the Watts and Amps on the Electric Portable Heaters?
  - 25 Does the building have an Electric Hot Water Heater?
  - 26 Does the building have an Electric Dryer?
  - 27 How many Amps is your Service Entrance?
  - 28 What is your Peak Demand Period?

- 29 What is your Estimated Connected Load in Kilowatts?
- 30 If 3-Phase, are you Wye or Delta
- 31 What is your Estimated Yearly KWH Usage?
- 32 Are there any motors that could possibly start at the same time?  
If so, How Many and What Size.
- 33 Please state the Size of the Motors you have, also the phase, voltage, full load current, Code NEMA Letter, Power Factor, and Estimated number of Starts and Stops it will have each day.
- 
- 34 Have the applicant read the agreement that outlines the conditions of membership and if they agree, sign the application.
- 35 This is for AVEC Headquarters only. Please do not write in this area.