



# Commercial or Industrial Electric Service Application

Instructions: Please complete and return this application after your contractor(s) have been selected.

Submit the application and load survey forms to: Upper Peninsula Power Company – Attention: Customer Contact Center

- E-mail: [customerservice@uppcoco.com](mailto:customerservice@uppcoco.com)
- Fax: 906-485-2431
- Mail: 500 N. Washington St., Ishpeming, MI 49849

Submit the final approved electronic site plan (in AutoCAD and Microstart format) and your construction plans (in PDF format) to:

- E-mail: [customerservice@uppcoco.com](mailto:customerservice@uppcoco.com)

Questions: Call 800-337-8445 or visit our website at [www.uppcoco.com](http://www.uppcoco.com) TODAY'S DATE: \_\_\_\_\_

## TYPE OF SERVICE REQUESTED: (check all that apply)

- New Service       Upgrade       Relocate       Temporary Electric       Private Yard Light

## BILLING AND CONTACT INFORMATION:

PARTY RESPONSIBLE FOR CONSTRUCTION CHARGES:     Customer     Contractor

PARTY SUBMITTING THIS REQUEST:                     Customer     Contractor

## CUSTOMER INFORMATION:

Legal Business Name: \_\_\_\_\_ Tax ID #: \_\_\_\_\_

OR

Personal Name (Sole Proprietorship): \_\_\_\_\_ Social Security #: \_\_\_\_\_

D/B/A Name: \_\_\_\_\_ Contact: \_\_\_\_\_

Work #: \_\_\_\_\_ Cell #: \_\_\_\_\_ Fax #: \_\_\_\_\_ Email: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

*Street/P.O. Box*

*City*

*State*

*Zip Code*

## CONTRACTOR INFORMATION:

Legal Business Name: \_\_\_\_\_ Tax ID #: \_\_\_\_\_

Contact: \_\_\_\_\_

Work #: \_\_\_\_\_ Cell #: \_\_\_\_\_ Fax #: \_\_\_\_\_ Email: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

*Street/P.O. Box*

*City*

*State*

*Zip Code*

## SITE INFORMATION:

Street Address: \_\_\_\_\_ Lot #: \_\_\_\_\_

Town/City/Village: \_\_\_\_\_ County: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Nearest Neighbor or Nearest Utility Pole #: \_\_\_\_\_

Directions from the Nearest Intersection: \_\_\_\_\_

## STRUCTURE INFORMATION:

Setback from Edge of Road: \_\_\_\_\_ ft. Building Square Footage: \_\_\_\_\_

Building Type: (check one)  Commercial  Agricultural

Building Energy Use: (check one)  Year-round  Seasonal

Construction Type: (check one)  Cold Storage  Irrigation  Manufacturing  Office

Restaurant  Multi Unit Commercial\*  Warehouse

Retail  Multi Family\*  Other: \_\_\_\_\_

\*If Multi Family or Multi Unit Commercial building, please provide labeling (i.e., suites, apts, units 1, 2, 3... or A, B, C):  
\_\_\_\_\_

Total # Electric Meters: \_\_\_\_\_

## ELECTRIC INFORMATION:

Electrical Contractor: \_\_\_\_\_ Contact: \_\_\_\_\_

Work #: \_\_\_\_\_ Cell #: \_\_\_\_\_ Fax #: \_\_\_\_\_ Email: \_\_\_\_\_

Electrical Service Type:  Overhead  Underground

Entrance Size:  200  400  600  800  1200  Other: \_\_\_\_\_

Phase:  Single Phase (120/240)  Three Phase (120/208)  Three Phase (277/480)

**Please complete and submit the attached Electric Load Survey form**

Preferred Meter Location: (i.e., 3 ft. back from NW corner): \_\_\_\_\_

Temporary Service Needed:  Yes  No Amps: \_\_\_\_\_ Voltage: \_\_\_\_\_

Date temporary will be ready for service: \_\_\_\_\_

Preferred temporary meter location: \_\_\_\_\_

## PRESENT STATUS OF BUILDING PROJECT: (check all that apply)

Property is staked  Yes *If not, when?* \_\_\_\_\_ Site has been excavated  Yes *If not, when?* \_\_\_\_\_

Building is staked  Yes *If not, when?* \_\_\_\_\_ Meter base installed  Yes *If not, when?* \_\_\_\_\_

## SERVICE READY DATE: (date that initiates scheduling of service installation)

DATE SITE WILL BE READY FOR SERVICE: \_\_\_\_\_

**PLEASE NOTE:** The following requirements must be completed before service can be installed.

- Final approved site plan and construction plans submitted.
- Electric load survey submitted.
- Any required easements signed and submitted.
- The site and foundation must be back-filled within 6" of final grade.
- The service route cleared 10' wide.
- The electric metering equipment must be installed.

- If a cement transformer pad was poured, must be cured for 10 days.

- Any underground private facilities must be marked.
- Construction charges must be paid in advance if applicable.

### Other Important Details:

- UPPCO also requires an electrical inspection (check with your municipality) prior to energizing the service.
- Winter Construction Charges may apply.



# Electric Construction Property Site Sketch and Liability Waiver

Customer Name: \_\_\_\_\_

Service Address: \_\_\_\_\_ City, State, Zip \_\_\_\_\_

### Location Of Customer-Owned Facilities

All above ground and underground facilities must be clearly identified on your Property Site Sketch below.

**Customer is required to indicate all that apply on the Property Site Sketch — see included EXAMPLE on Page 2.**

- Desired electric meter location with footages from nearest corner of the building (Indicate E).
- External wood furnaces and associated buried heating lines
- Geothermal heat pumps with connecting lines to buildings
- Wells and private water lines including underground sprinkler systems with connecting lines to buildings.
- Drain tile/buried down spout and sump pump lines
- Planned or potential deck, patio, swimming pools or outbuildings
- Municipal sewer/water laterals
- Septic systems/drain fields with connecting lines to buildings
- Air conditioning units and all fresh air intakes
- Existing and future landscaping features  
IE : Landscape berms or retaining walls
- LP fuel lines/tanks with connecting lines to buildings
- Invisible Fences
- Private underground wiring
- Private cable/satellite TV Lines
- Other

If no existing or future proposed private facilities on the property check here



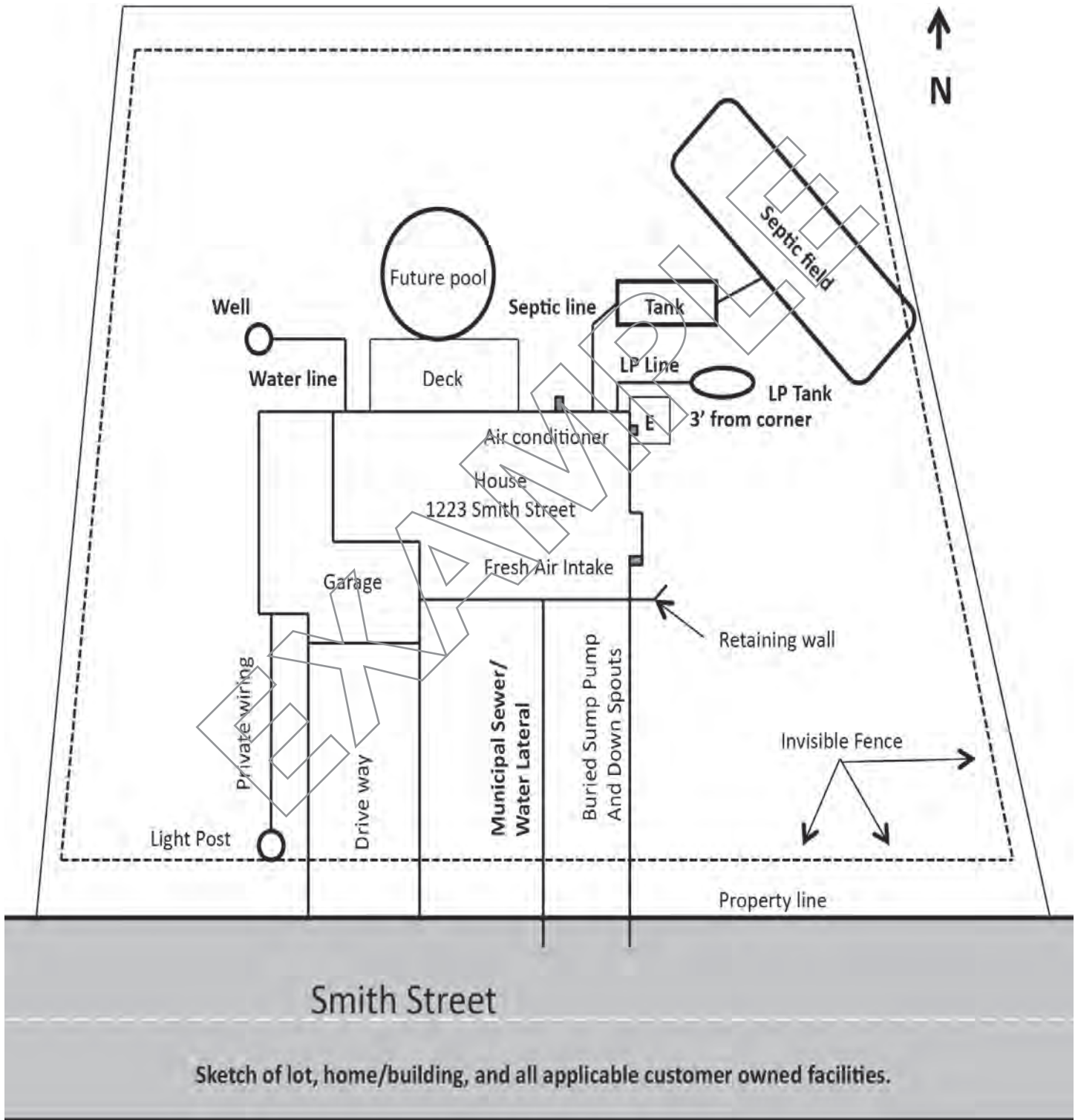
**At the time of construction, all existing or proposed private underground facilities must be marked or exposed before service can be installed.**

### Construction Authorization / Underground Damage Liability Waiver:

I certify that I own or am the authorized representative of the owner of the property of the service address indicated on this Property Site sketch, and that I have read and understood the above statement regarding marking and / or exposing all private underground facilities. I furthermore agree to hold Upper Peninsula Power Company and/or its agents harmless for any damage to private underground facilities that occurs during the installation of gas or electric service as a result of failure on my part to ensure that the private underground facilities on this property have been adequately marked and / or exposed.

Signature: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_



Please complete and return this form to:

Upper Peninsula Power Company • Customer Contact Center • 500 N Washington St, Ishpeming MI 49849

Residential Service: Phone: 800-562-7680 • Fax: 906-485-2431 • Email: [customerservice@upppo.com](mailto:customerservice@upppo.com)

Business Service: Phone: 800-337-8445 • Fax: 906-485-2431 • Email: [customerservice@upppo.com](mailto:customerservice@upppo.com)

Website: [www.upppo.com](http://www.upppo.com)



Upper Peninsula Power Company  
**Electric Load Data Form**

*Please be as specific as possible*

UPPCO Work Request # (if known): \_\_\_\_\_

Company Providing Data: \_\_\_\_\_ Contact Person/Title: \_\_\_\_\_

Preferred Contact Method(s):

Phone # : \_\_\_\_\_  E-mail Address: \_\_\_\_\_

Project Street Address & City: \_\_\_\_\_

*(Please provide a separate form for each address)*

Number of Meters at this Address: \_\_\_\_\_ Unit Labeling: \_\_\_\_\_  
*(i.e. Suites 300-308, Apts. 101-130, Units 1-4, or A, B, C)*

Business Type: \_\_\_\_\_ Days & Hours of Operation: \_\_\_\_\_  
*(i.e. M – F, 8:00am - 5:00pm)*

Type of Service: (Check one)  New Customer  Existing Customer

New Service Size (Amps):  100  200  400  600  800  1200  1600  2000 Bldg. Sq. Ft. \_\_\_\_\_

New Service Type:  Underground  Overhead CT Metering Location (If applicable):  On Transformer  On Building

New Voltage:  Single Phase 120/240  Three Phase 120/208  Three Phase 277/480

IF UPGRADING - Existing Service Type: \_\_\_\_\_ Existing Service Size (Amps): \_\_\_\_\_ Existing Voltage: \_\_\_\_\_

**MOTOR LOAD: (Please list all motors that are 5 HP or greater separately. Motors less than 5 HP can be grouped together)**

Equipment Description	# of Motors	Size of Motors (HP)	1 or 3 Phase	Soft Start / Variable Frequency Drive

**ELECTRIC LOAD: (Other load may include: Computers, kitchen equipment, water heating, supplemental heating, etc.)**

Description	KW	1 or 3 Phase
Lighting (indoor)		
Lighting (outdoor)		
Air Conditioning		
Ventilation (other than A/C)		
Refrigeration Equipment		
Receptacles		

**WELDERS:**

# of Welders	Amps	Volts

PLEASE ATTACH ANY OTHER SUPPORTING DOCUMENTATION WHEN SUBMITTING THIS LOAD DATA

**Return to:** Upper Peninsula Power Company – Attention Customer Service

- Mail: 500 N Washington St, Ishpeming MI
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- E-mail: customerservice@uppc.com

**Questions:** Call (906) 449-2014 / (800) 337-8445 or visit our website at www.uppc.com