

NORTHERN LIGHTS, INC. NEW SERVICE CHECKLIST

Note: New Service Applications are valid for one year from the time they are submitted to Northern Lights, Inc. (NLI). Projects that have not been completed within one year of the application date for reasons beyond NLI's control will be cancelled in January of each year. Fees paid by the applicant that exceed costs incurred by NLI on the project will be refunded to the applicant. Applications for projects that have been canceled previously will be subject to NLI's policies and fees in effect at the time of the latest application.

ITEMS NEEDED BEFORE PROJECT IS ENGINEERED :

Applications will not accepted unless all requested information is provided.

COMPLETED APPLICATION

COPY OF DEED

MANDATORY SITE PLAN (showing landmarks, roads, nearest neighbors, driveway, house site, driveway, closest power, etc.)

DEPOSIT: \$500.00. VALID FOR 1 YEAR FROM DATE APPLICATION IS RECEIVED IN OUR OFFICE.

ITEMS NEEDED AFTER ENGINEERING VISIT TO YOUR SITE:

STATE ELECTRIC PERMIT

* State Inspector will inspect the meter base you install and that NLI will connect to. (MT 406-841-2047, <https://app.mt.gov/permit/> & ID 208-769-1579, <http://dbs.idaho.gov/electrical/FORMS/EF300.pdf>)

PLANNING PERMIT

AN ENERGIZING PERMIT IN

Cities of Dover, Ponderay and Sandpoint

BUILDING LOCATION PERMIT IN

Bonner Co. (208-265-1458)

EASEMENTS

Needed for NLI to install and maintain the new powerline

LINE EXTENSION FEE

Cost calculated by engineer based on attached line extension schedule (valid for 1 year from application date)

NORTHERN LIGHTS LINE EXTENSION FEE SCHEDULE

Single Phase Line Extension – One Transformer Up to 25 KVA and One 200 or 400 Amp (Non-CT) Meter

\$500.00 deposit - required before the Cooperative will perform field work related to a line extension (serves to offset a portion of the costs of processing the application and engineering the project),
PLUS \$500 Mobilization Fee,
PLUS \$1825 Hookup/Impact Fee per meter,
PLUS \$8.00 per foot,
PLUS defined 'additional charges' (see below).

Additional charges may be assessed for items such as:

- *Poles
- *Transformers greater than 25 KVA or Meters other than 200 amp or 400 amp (non-CT)
- *Additional transformers or meters
- *Change of existing NLI facilities to accommodate extension
- *Dig-ins on existing cable, inserts within existing overhead lines, junction huts, poles, road bores or pushes
- *Extra-ordinary construction costs due to conditions such as (but not limited to): Terrain, rock, railroad, roads, rivers, creeks.
- *Any permit fees assessed for crossings (i.e. railroads, highways, State, or Federal land)
- *Engineering time over eight (8) total man-hours
- *Installations between November 1st and March 31st
- *Additional work resulting from requested changes beyond the original scope of the project, or from site conditions caused by the member or other agency.

Temporary services - Applicants will be assessed full cost of the project all the way in to the permanent service, **PLUS \$500** Temporary Fee. For underground services, applicant will be required to provide and install conduit and pull rope to the permanent location. Temporaries must be converted to the permanent metering location within 1 year of date the temporary was energized, or it will be considered to be permanent. Member would need to apply for a Service Change and pay additional charges if they wish to move the service at a later date.

Yard light services - Applications for NLI owned and maintained yard light service will be accepted if the requested yard light is more than 500 feet from the member's metered electrical service. Applicants for NLI owned and maintained yard lights shall pay 100% of the actual cost of the installation.

Payment of all construction costs are due prior to releasing a job for construction.

Applicant shall:

- Provide and install the meter base that NLI will connect our cable & meter into.
- Provide and install conduit and pull rope for underground secondary lines of 10 feet or greater.
- Provide the necessary right-of-way clearing for construction of the new power line.

If construction has not been completed within one (1) year after the date of application, the project may be canceled at the discretion of NLI. If requested, NLI may grant a time extension; however, the applicant shall pay the line extension rates in effect at the time of construction.

Settle-Up Calculation: After a line extension has been completed, actual project costs will be calculated. If the applicant paid more than 100% of the project costs, that overpayment will be refunded, except that amounts less than \$25.00 shall not be refunded, and no portion of the Hookup/Impact fee shall be refunded.

Monthly Billings After Construction: Upon completion of a service by NLI, the applicant shall pay the monthly electric rates pursuant to NLI's policies and rate schedules, whether or not the meter entrance has been energized.

NLI will not install underground cable in roadways. For underground cable, the applicant will provide a 15-foot wide, cleared & stumped corridor along the side of the roadway, or other route acceptable to NLI.

CHARGES FOR DEVELOPERS ARE HANDLED UNDER A SEPARATE POLICY. PLEASE CONTACT OUR NEW SERVICES DEPARTMENT FOR MORE INFORMATION.

Service Change Applications, Multi-Phase and Industrial Services shall be evaluated on a case-by-case basis with actual cost of construction rather than a per-foot charge. The deposit for these applications is \$500.00 and is due when the application is filed in the office. **If you have a 3-phase project, contact the office for a Power Requirements Form.**

Financing for line extension projects is available through Horizon Credit, 520 N. Fifth Ave., PO Box 1008, Sandpoint, ID 83864, (208)263-7525. If you are interested in a financial package for construction costs, please contact Horizon Credit and ask their loan officers for further information. Northern Lights also accepts all major credit cards.

(Policy effective 1/1/08 – 12/31/08)



P.O. Box 269
 421 Chevy Street
 Sagle, ID 83860
 1-800-326-9594 or (208) 263-5141
 Fax (208) 263-0220
 www.norlight.org

Please be sure to attach a copy of your deed that indicates the legal description and the ownership of the property.

The application and application fee are valid for one year from the date that your application is received by our office.

Name: _____ SS#: _____

Co-Applicant Name: _____ SS#: _____

Business Name: _____ Tax ID#: _____

Mailing Address: _____
P.O. Box / Street City State Zip

Home Phone: _____ Cell #: _____ Co-Applicant Cell #: _____

E-mail Address: _____ Co-Applicant E-mail Address: _____

Employer: _____ Work Phone: _____
If self-employed, please add your business name

Co-Applicant Employer: _____ Co-Applicant Work Phone: _____
If self-employed, please add your business name

Physical Address of Property — Street/Road: _____

Have you ever been a member of NLI? Yes ___ No ___ If yes, name on account or account #: _____

NAME OF YOUR NEAREST NEIGHBOR SERVED BY NLI: _____

Estimated distance from nearest existing power line to new metered site: _____ ft. Is it: Overhead or Underground
 Nearest pole or transformer #: _____ Do you want: Overhead? Underground?

IF THE POWERLINE WILL CROSS ANY PROPERTY OTHER THAN YOUR OWN, PLEASE PROVIDE INFORMATION BELOW:

Property owner's name and address: _____

- | | | |
|--|---|---|
| <u>Will powerline cross any?</u> | <u>What type of service are you planning?</u> | <u>What type of heating system will you use?</u> |
| <input type="checkbox"/> County Roads | <input type="checkbox"/> Residential | <input type="checkbox"/> Electric |
| <input type="checkbox"/> State Highway | <input type="checkbox"/> Commercial | <input type="checkbox"/> Gas |
| <input type="checkbox"/> USFS Property | <input type="checkbox"/> Other _____ | <input type="checkbox"/> Propane |
| <input type="checkbox"/> State Property | | <input type="checkbox"/> Wood |
| <input type="checkbox"/> Railroad | | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Gas Pipeline | <u>What size electrical service entrance?</u> | |
| <input type="checkbox"/> Telephone Lines | <input type="checkbox"/> 200 amp (standard) | <u>What type of water heater do you intend to install?</u> |
| <input type="checkbox"/> Creek/Swamp | <input type="checkbox"/> Other (specify size) _____ | <input type="checkbox"/> Electric <input type="checkbox"/> Natural Gas <input type="checkbox"/> Propane |
| <input type="checkbox"/> Heavy Forest | | |

Please note that the homeowner or a licensed electrician must submit an electrical inspection permit to NLI in order for the project to be placed on the construction schedule. All construction charges must be paid and other required paperwork and/or county/state permits must be submitted prior to construction scheduling.

Please draw a site plan sketch on the reverse side, showing landmarks, roads, nearest neighbors, powerlines, etc.

If you are out of the area and are having a local person act as your representative, please include their information below:

Contact person: _____ Contact E-mail: _____

Contact phone #: _____ Contact cell #: _____

Signature of Applicant(s): _____ Date _____

MUST COMPLETE SECOND PAGE OF APPLICATION.

Please draw a site plan sketch below showing landmarks, roads, nearest neighbors, house site, driveway, power lines, etc.