

# **ELECTRIC SERVICE APPLICATION**

## **VILLAGE OF VERSAILLES UTILITIES**

**PERMIT #** \_\_\_\_\_

**OWNER NAME** \_\_\_\_\_ **SERVICE ADDRESS:** \_\_\_\_\_

**MAILING ADDRESS** \_\_\_\_\_

**CITY/STATE/ZIP** \_\_\_\_\_ **CITY/ZIP** \_\_\_\_\_

**PHONE #** \_\_\_\_\_ **DATE** \_\_\_\_\_

**CONTRACTOR NAME** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_

**CITY/STATE/ZIP** \_\_\_\_\_

**PHONE #** \_\_\_\_\_

### **ELECTRIC SERVICE INFORMATION – VOLTAGE (CHECK ONLY ONE):**

120/240V (1Ø)    120/208V (3Ø)    277/480V (3Ø)    120/240V (3Ø)

### **SERVICE ENTRANCE (CHECK THOSE THAT APPLY):**

OVERHEAD    UNDERGROUND    NEW    UPGRADE

### **GENERAL ELECTRIC SERVICE CONDITIONS:**

1. The Village of Versailles will spot all meter locations for service entrances. Meter sockets shall be mounted a minimum of 36 inches at bottom of socket and not to exceed 60 inches to the top of socket above ground level. The Village will provide one (1) meter socket per service entrance. Additional sockets will be provided by the Village at the expense of the customer. Multi-tenant units will require the owner to provide a meter bank subject to approval by the Village.
2. A meter socket will be provided after approval of this Electric Service Application and may be picked up at the Village Maintenance Facility located at 137 N. Center St. by making an appointment for pick-up by contacting (937) 526-3294 x207.
3. Customer applications shall include two (2) copies of a site plan and electric facility layout with the service application. Industrial, Commercial, and Institutional customers shall supply a Village of Versailles Electric Service Data Sheet of estimated demand loads for electric service application review and approval.
4. The Village will install a new electric service, either overhead or underground, within thirty (30) days of an approved service permit, schedule and weather permitting.
5. No service will be energized without being correctly tagged as approved and a written notice of approval from the Darke County Electrical Inspector.
6. All electric service fees must be paid in full before work begins.
7. Property owner/customer shall keep all easements and meter locations clear obstructions as to allow the access of Village equipment and personnel to perform service and repairs. Storage buildings, wood piles, fences, propane tanks, trees, clothes lines, or any other structure that will prevent access shall not be placed in any easement area or prevent access to the meter location. Any such items found blocking access to electric facilities shall be removed by the customer/property owner at their expense.
8. Any customer-initiated request to relocate the electric service will result in all costs for the relocation of said service to be at the expense of the customer/property owner on a time and material basis.

**UNDERGROUND ELECTRIC SERVICE CONDITIONS:**

1. All underground electric services shall be installed by the Village of Versailles unless metering is provided at the pad-mount transformer in which the customer is then responsible for the secondary install from the transformer to the structure. In the event that the location of the underground service installation is extremely difficult to install, the Village will grant approval only if the customer assumes responsibility of the trenching work to be performed per Village of Versailles specifications. The decision to require the customer to open and close the trench will be made by the Village of Versailles.
2. The site must be within six (6) inches of final grade before the underground electric service will be extended.
3. All underground electric services crossing under driveways, patios, sidewalks, and other hard surfaces will incur additional charges for removal of any such items and for aggregate backfill. Restoration of such hard surfaces will be the responsibility of the property owner/customer.
4. The Village of Versailles will not be held responsible for any cut, broken, or damaged storm sewer, sanitary sewer, or water lines that are not located prior to the installation of said underground electric service.
5. It is the responsibility of said property owner/customer to make all repairs to the trench area after the installation work has been completed. Additional dirt and/or backfill material due to settling of the trench and any repairs to grass areas will be the responsibility of the property owner/customer at their expense.
6. Any excavation on the property by the owner/customer or any contractor requires the area to be located by notifying the Ohio Utilities Protection Service (OUPS)/Ohio 811 two working days prior to excavation activities. Any costs for damages and/or repair to electric service components caused by the property owner/customer or their contractor after installation by failing to comply with conditions outlined in the Ohio Revised Code will be at their expense on a time and material basis.

**PROPERTY OWNER/CUSTOMER SIGNATURE:** \_\_\_\_\_

**Date:** \_\_\_\_\_

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*FOR OFFICE USE ONLY*

- \_\_\_ Overhead Electric Service – No Charge
- \_\_\_ 200A Underground Electric Service (200 LF & Under) - \$850.00
- \_\_\_ 200A Underground Electric Service (Over 200 LF) - \$850.00 + Lineal Footage Install Price
- \_\_\_ Over 200A Underground Electric Service – Time & Material

**Total Electric Service Cost: \$** \_\_\_\_\_

Is the new service part of a distribution line extension to the customer? \_\_\_ Yes \_\_\_ No

If Yes, attach copy of the Agreement of Understanding with this application.

**APPROVED:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**UTILITIES SUPERINTENDENT**