Application for Residential New Construction Checklist

THE ITEMS BELOW APPLY TO YOUR APPLICATION FOR NEW ELECTRIC SERVICE

- Application for Service must be signed and returned.
  - For accounts in a business name, please provide a notarized affidavit from an “Officer” of the company stating whoever is signing the application has the authority to do so.

- Photocopy of a proper form of identification: Driver’s License or State ID Card, Military ID, Passport, I-551 (Permanent Resident Card/Green Card) or Mexican Consular ID Card.

- Membership fee of $25.00 (refundable) must be paid.

- New service meter connect fee of $50.00 (non-refundable) must be paid.

- New service application fee of $80.00 (non-refundable) must be paid.

- New service meter base hook up/wiring fee of $100.00 (non-refundable) must be paid

- Service deposit of $230.00 (refundable with interest) must be paid. However, the following may be provided in lieu of a service deposit:
  - For accounts in an individual’s name, a letter of good credit rating for the previous 12 months from a former gas, water or electric utility (residential service only)
  - For accounts in a business name, a surety bond or irrevocable bank letter of credit

- W-9 for accounts in a business name; Social Security number for accounts in an individual’s name

- Bank draft form attached; please provide a voided check if you would like to enroll.

- Provide the 911 address and a copy of the deed/parcel description.

Carroll Electric’s standard installation provides the following options:

- 200 Amp Meter Base - $190.53
  - Turnkey Installation (signed release form required)
  - 200-amp main breaker
  - 20-amp circuit breaker
  - GFCI outlet
  - Slip joint for permanent power

- 400 Amp Meter Base - $707.97
  - Turnkey Installation (signed release form required)
  - Two 200-amp main breakers
  - 20-amp circuit breaker
  - GFCI outlet
  - Slip joints (2) for permanent power

TO ADD A NEW SECURITY LIGHT, PLEASE REFER TO THE INFORMATION BELOW:

- I would like to have (a) new security light(s) installed at my new service location and agree to pay the $50.00 light connect fee(s) and the associated monthly service fee(s). Carroll Electric offers the following light for residential use:
  - LED – Standard Residential Wattage - $8.92

PLEASE RETURN THE REQUESTED DOCUMENTS BY EMAIL TO info@carrollecc.com OR IN PERSON OR BY MAIL TO A LOCAL OFFICE NEAR YOU.

NOTE: After one year of no activity, the application will expire.
CARROLL ELECTRIC COOPERATIVE CORPORATION
APPLICATION FOR MEMBERSHIP
AND/OR ELECTRIC SERVICE

The applicant, whose signature appears below, applies to the CARROLL ELECTRIC COOPERATIVE CORPORATION of Berryville, Arkansas, (hereinafter called the "Cooperative") for membership and electric service to be supplied at the location herein described and, upon request, at any other location within the area served by this Cooperative.

The Applicant agrees to conform to and abide by the bylaws and regulations of the Cooperative; to pay for said service as bills are due in accordance with the rates, rules, and regulations as now exist or as may hereafter be adopted; and authorizes the Cooperative to verify information provided, including the use of any credit reporting agency to verify identity. The Applicant agrees to keep the Cooperative informed of the current mailing address.

The Applicant will cause his premises to be wired in accordance with wiring specifications of the appropriate governing jurisdiction and the Cooperative assumes no responsibility for loss or damage due to defective wiring and/or equipment located on the Applicant's side of the meter installation.

The Cooperative shall use reasonable diligence to provide a constant and uninterrupted supply of electric power and energy hereunder. If the supply of electric power and energy shall fail or be interrupted, or become defective through acts of God, governmental authority, action of the elements, public enemy, accident, strikes, labor troubles, required maintenance work, inability to serve right-of-way, or any cause beyond the reasonable control of the Cooperative, the Cooperative shall not be liable therefore or for damages caused thereby.

The Cooperative agrees to furnish electrical service at the standard 120/240 volts, AC, unless otherwise stated in accordance with the approved schedules, rules and regulations.

I HEREBY APPLY TO THE CARROLL ELECTRIC COOPERATIVE CORPORATION FOR MEMBERSHIP AND/OR ELECTRIC SERVICE IN ACCORDANCE WITH THE TERMS AND CONDITIONS APPEARING ABOVE.

Applicant Signature ___________________________ Date ____________

Co-Applicant Signature ___________________________ Date ____________

Electronic billing (eBilling) Yes No

eBilling Email Address ___________________________

FOR RESIDENTIAL CUSTOMERS ONLY: Mark the box(s) below if your account should be marked as:

Age 65 or Older
Handicapped (Doctor's certification required - certification from a physician, licensed psychologist, by the United States Veteran's Administration, the Social Security Administration, the Arkansas Department of Human Services, the Arkansas State Hospital, or a licensed mental health center).

CECC USE ONLY

Account Location No. ____________________________

Account No. ____________________________ Member No. ____________________________

Carroll Electric is an equal opportunity employer and provider.
I hereby acknowledge receipt of and accept full ownership of the following described material(s) from *Carroll Electric Cooperative Corporation* (the "Cooperative") upon the following terms and conditions:

1) ☐ 200 Amp Meter Base Package  
☐ 400 Amp Meter Base Package

2) Upon installation by the Cooperative, I assume full responsibility and control of all material(s) obtained hereunder. Any costs for repair, replacement, or removal of the material(s) shall be at my expense. I understand that a licensed electrician should be the only party who repairs, replaces, or removes the materials. If the materials are installed in an area where an official inspection is required by any government agency, or any county, city, or other controlling entity, I agree that I am completely responsible for having the materials and/or installation inspected by an appropriate expert. The Cooperative will work with all local inspection offices to ensure a proper installation.

3) I agree to indemnify and save and hold the Cooperative harmless from any liability from any cause whatsoever that might be claimed by me, any subsequent owner, or any person or entity, claiming damages by virtue of or in any manner arising out of a defect in the material(s), the use or condition of the material(s), or any other function or circumstances relating to the material(s). In the event any legal action is brought against the Cooperative by any party for any reason regarding a defect in the material(s), the use or condition of the material(s), or any other function or circumstances relating to the material(s), the undersigned agrees to reimburse the Cooperative for any and all costs, charges, expenses, judgments, or otherwise, together with its attorney’s fees and costs, to investigate and/or defend such claims.

 Printed name

____________________________________

Account Number, if known

____________________________________

Signature

____________________________________

ACKNOWLEDGED:  
Carroll Electric Cooperative Corporation

By: ______________________________________

Date
Simplify with eServices from Carroll Electric Cooperative Corporation

• Automatically pay each month using a bank account or credit card.
• Bill is drafted on the due date.
• A transaction fee applies when using a credit card.*
• Eliminates shut-off notices.
• Paperless.
• myAccount.
• View bill online through myAccount.
• Monthly bill is available.
• An email is sent when bill is available.
• Helps preserve low electric rates.
• Convenient and trusted by thousands of members.
• Saves postage.
• Paperless.
• Free when set up using checking or savings account.
• The perfect partner for other communications.
• Links to newsletters and other communications.

*A pass-through fee from credit card processing vendor. The Cooperative receives no benefit from this fee.

Draft

E-Billing

Carroll Electric
Name:

**eDraft:** □ Checking    □ Savings

CECC Account Number(s):

Daytime Phone:         Start Date*:

Bank Name:             Bank City/State:

Bank Routing Number (max of 9 numbers):

Bank Account Number (max. of 15 numbers):

Name(s) on Bank Account:

**eBilling** ** Email address:**

- Complete and send this form with a voided check to:
  Carroll Electric Cooperative
  PO Box 4000
  Berryville, AR  72616

- or go to carrollecc.com.

- or visit one of our convenient locations: Bentonville, Berryville, Huntsville or Jasper.

*Must provide minimum of 5 business days notice prior to due date.

**Must establish myAccount ID and password to view bills. See myaccount.carrollecc.com for details.
**Startup Fees:**

200 Amp Main Breaker Included

As well as a 20 Amp Sub Breaker

GFCI for **Construction Power**

**Also, permanent yard outlet**

Slip Joint provided for your **Permanent Power** connection

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For this meter base CECC provides

**STANDARD TURNKEY INSTALLATION**

* Installed in accordance with CECC Line Extension Policy on file with the Arkansas Public Service Commission which states the normal location of meter is the lot line
Project Information Form

To be completed by CECC personnel. For informational purposes only.

- Deposits and Fees
  - See Application for Residential New Construction Checklist for all applicable fees

- Structure Information:
  - If known, what is the anticipated electric load? ________________
  - What is the total square footage? ________________________________
    - Electric only
    - Propane/Natural Gas
    - Renewable (Solar/Wind)

- Will construction consist of underground or overhead (if known)?
  - Underground
  - Overhead
    - Member is aware of additional construction costs for UG and/or over-distance line extension, if applicable.

- Are there any existing facilities to be relocated?
  - Yes
  - No
    - Member is aware of additional costs for relocating existing facilities

- What is the type of service:
  - Qualified
  - Non-Qualified
    - If Qualified, have requirements been met?
      - Foundation
      - Pressurized Water
      - Approved Sewage disposal Installed

- Contribution-In-Aid Cost of $ _________ has been paid?
  - Yes
  - No
  - N/A

- Temporary if Non-Qualified, has Temporary cost of $ _________ been paid?
  - Yes
  - No
  - N/A

- Temporary agreement signed?
  - Yes
  - No
  - N/A

- Easement, this includes a continuation/exit from proposed property as well as all other properties involved. The total number of easements required is __________.
  - Yes
  - No
  - N/A
    - Rural (60 feet)
    - Urban (30 feet)
    - Underground (15 feet)
• Future construction plans for additional buildings (Example: Barn or Shop):
  □ Yes  □ No  □ N/A

• Location of meter:
  □ Pedestal  □ Building/House *(Results in relocation cost)*

• Permits and inspections: obtained/performed
  □ Yes  □ No  □ N/A

• Ditches properly excavated and backfilled and inspection done by a CECC Representative?
  □ Yes  □ No  □ N/A

• Conduit termination points fit within the Cable Template *(underground transformers)*?
  □ Yes  □ No  □ N/A

• Riser properly oriented on pole with appropriately sized slip joints and standoffs?
  □ Yes  □ No  □ N/A

• Installation instructions.
  ▪ The final location for the point of delivery will be at the discretion of the Cooperative.
  ▪ *Prior to construction* contact your Field Service Representative for all applicable CECC specifications and drawings.

See the enclosed Local Contact Information page for permits and/or waivers (where applicable). Other permits or certifications may be required. Please consult with your Field Service Representative for all requirements.

▪ Barry County Health Department Permit or Waiver
▪ Benton County 911 Address “Certification of Address”
▪ Berryville Building Permit
▪ Carroll County 911 Address “Certification of Address”
▪ Stone County Building Permit or Waiver
FSR Inspection Notification

Carroll Electric Cooperative Corporation requires an inspection of ALL Cooperative-owned facilities when installed by parties other than the Cooperative. This includes ALL underground conduit, meter base, grounding, etc. This inspection is to ensure that all of CECC’s specifications/requirements for the installation of underground conductors and any associated facilities are properly followed. It is the Member/Consumer’s responsibility to notify CECC at least 48 hours in advance of any construction so that inspections can be scheduled.

The following deficiencies were noted and are further in need of corrective action prior to your job being released for construction. Please contact me at ________________ upon completion of the required actions listed below for a follow up inspection. If further actions are required upon follow up inspection these action may be corrected by the Cooperative at the expense of the Member/Consumer. Additionally, follow up inspections or “Trips” will be at a cost of $50.00 each (NON-REFUNDABLE).

Corrective actions required:

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

_____________________________________________________________________________________

No further actions required. Your project will now be scheduled for Construction: □

_______________________________
Inspector’s Name (Printed)

_______________________________
Inspector’s Signature

_______________________________
Date of Inspection

_______________________________
Inspection Number

Rev. Date: 11/30/2018
**Local Contact Information**

**Inspection/Permits:**

It is the member/consumer’s responsibility to acquire any and all applicable state and local permits and/or their associated inspections. CECC will not supply power to the point of delivery without such notification from the local governing authorities. A list of authorities, their contact information, and jurisdiction has been provided for your convenience.

<table>
<thead>
<tr>
<th>Authority</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arkansas One-Call</td>
<td>811</td>
</tr>
<tr>
<td>Missouri One-Call</td>
<td>811</td>
</tr>
<tr>
<td>Barry County Health Dept. or waiver</td>
<td>417-847-2114</td>
</tr>
<tr>
<td>Benton County 911 Address</td>
<td>479-271-1085</td>
</tr>
<tr>
<td>Benton County</td>
<td>479-271-1003</td>
</tr>
<tr>
<td>Carroll County 911 Address</td>
<td>870-423-6400 OR 870-423-2388</td>
</tr>
<tr>
<td>Stone County</td>
<td>417-357-8402</td>
</tr>
<tr>
<td>City of Bella Vista</td>
<td>479-855-8080</td>
</tr>
<tr>
<td>City of Bentonville</td>
<td>479-271-3125</td>
</tr>
<tr>
<td>City of Berryville</td>
<td>870-423-2335</td>
</tr>
<tr>
<td>City of Bethel Heights</td>
<td>479-255-1659</td>
</tr>
<tr>
<td>City of Cave Springs</td>
<td>479-248-1040</td>
</tr>
<tr>
<td>City of Centerton</td>
<td>479-795-2750</td>
</tr>
<tr>
<td>City of Highfill</td>
<td>479-736-5711</td>
</tr>
<tr>
<td>City of Little Flock</td>
<td>479-636-2081</td>
</tr>
<tr>
<td>City of Lost Bridge Village</td>
<td>479-359-3204</td>
</tr>
<tr>
<td>City of Lowell</td>
<td>479-770-2185</td>
</tr>
<tr>
<td>City of Pea Ridge</td>
<td>479-451-1424</td>
</tr>
<tr>
<td>City of Rogers</td>
<td>479-621-1100</td>
</tr>
<tr>
<td>City of Siloam Springs</td>
<td>479-524-3777</td>
</tr>
<tr>
<td>City of Springdale</td>
<td>479-750-8154</td>
</tr>
</tbody>
</table>
CECC Requirements
All installations per listed and NEC requirements
(local authorities may have additional requirements)

Notes - General
1. CECC will provide, install and transfer ownership of the following at minimal cost:
   - 200 meter base with breaker
   - or 400 amp meter base with (2) 200 Amp breakers
   - 20 Amp sub breaker
   - GFCI outlet with in use all weather cover
   - (1) 2" slip joint for 200A or (2) 2" slip joint for 400A
   - Mounting hardware
2. All underground conduit on utility side not installed by CECC must be Schedule 40 gray electrical PVC conduit with pull string installed minimum 1/4" pull rope or 1200# tape (or equivalent) and shall be inspected by CECC before closing trench (24 hr. notice required).
3. All member conduit shall comply with current NEC.

Dimension Requirements

<table>
<thead>
<tr>
<th>Dimension</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A 36&quot;</td>
<td>Minimum depth below finished grade for (bottom of ditch) CECC owned facilities.</td>
</tr>
<tr>
<td>B 18&quot;</td>
<td>Minimum depth below finished grade for Member owned facilities.</td>
</tr>
</tbody>
</table>

Notes - CECC installation for a qualified load:
4. CECC will install and provide the service wire to the point of delivery at the load side meter lugs for UG service.

Notes - CECC installation for a non-qualified load:
5. All materials shall be furnished and installed at member expense including equipment, labor and associated inspections needed to accommodate the meter.

Notes - Installation on Pole:
6. Meter bases shall not be installed on CECC poles.

IMPORTANT
Before installing any facilities contact:
CECC Field Service Representative
1-800-432-9720