

SUWANNEE VALLEY ELECTRIC COOPERATIVE, INC.
POST OFFICE BOX 160, LIVE OAK, FL 32064
PH (386) 362-2226 or (800) 447-4509 (FL) – FAX (888) 240-8488

GENERAL REQUIREMENTS FOR SERVICE

- ___ 1. **APPLICATION FOR SERVICE AND/OR MEMBERSHIP COMPLETED & SIGNED.**
- ___ 2. **DEPOSIT PAID/BILLED** (\$250.00 FOR PROPERTY OWNERS OR \$500.00 FOR RENTERS/PROPERTY NOT IN SAME NAME AS SERVICE OR CURRENT \$40.00 (\$5.00 MEMBERSHIP FEE AND \$35.00 SERVICE CHARGE). EXISTING SVEC MEMBERS WITH A *GOOD PAY HISTORY FOR PAST 12 MONTHS WILL BE CHARGED A \$35.00 SERVICE CHARGE. *(NO DISCONNECTS FOR NON-PAY, NO RETURNED CHECKS & NOT MORE THAN ONE DELINQUENT PAYMENT.)
NOTE: DEPOSITS FOR NON-RESIDENTIAL SERVICES MAY VARY.
- ___ 3. **COMPLETE LEGAL DESCRIPTION OF THE PROPERTY (INCLUDING PROPERTY PARCEL#/TAX ID#)**
PROOF OF OWNERSHIP: COPY OF SIGNED DEED, AGREEMENT FOR DEED OR CONTRACT FOR DEED AND/OR CURRENT "TAX CARD" (TAX BILL OR PRINTOUT) FROM PROPERTY APPRAISERS OFFICE.
- ___ 4. **PROVIDE A COPY OF THE COUNTY/CITY BUILDING PERMIT/REQUEST FOR ELECTRICAL SERVICE AND A COPY OF THE "911" ADDRESSING NOTICE TO THE SVEC CUSTOMER SERVICE DEPT. WHEN APPLYING FOR SERVICE OR AT LEAST PRIOR TO JOB BEING RELEASED TO THE SVEC CONSTRUCTION DEPT. FOR SCHEDULING. PLEASE PROVIDE ASAP.**
- ___ 5. **RIGHT-OF-WAY EASEMENT SIGNED BY EVERYONE WHOSE NAME APPEARS ON THE DEED TO THE PROPERTY WHERE THE SERVICE IS BEING INSTALLED IF A PRIMARY LINE EXTENSION IS INVOLVED OR IF THE APPLICANT IS NOT THE PROPERTY OWNER. EASEMENT MUST ALSO BE SIGNED BY TWO WITNESSES & PROPERLY NOTARIZED.**
(Additional easements **may** be required from other property owners along the route.)
 - A) If one or more of the owners are deceased, a copy of the death certificate will be needed.
 - B) If one or more of the owners is unable to sign for any reason, we must have someone sign for that owner who has power of attorney for them. We **MUST** see the original power of attorney designation form and make a copy for our file. We will note on the copy that it was made from the original form.
- ___ 6. **SVEC STAKING ENGINEER TO DETERMINE MEMBER CIAC COST (IF ANY) FOR LINE EXTENSIONS. (Extend from nearest existing line along road or existing right-of-way.)**

NOTE: The 1200ft. allowance is for overhead single phase primary residential services only.

Commercial line extensions, services to barns, shops, airplane hangars, non-residential pumps, etc. **do not** receive this allowance. The line extension costs are **calculated** after the SVEC staking engineer has determined the route of the line extension. Relocation costs are also based on the calculated cost of the job.

- ___ 7. ***RIGHT-OF-WAY trimming, cutting and clearing is the member's responsibility***. ROW must be cleared to SVEC specifications. No lines will be constructed until the ROW has passed a SVEC inspection.
- ___ 8. **OUTDOOR LIGHTING (YELLOW/AMBER IN COLOR) ARE AVAILABLE UPON REQUEST FOR AN ADDITIONAL MONTHLY CHARGE (100 WATT OR 250 WATT SODIUM VAPOR). IF AN ADDITIONAL POLE, TRANSFORMER, WIRE, ETC. IS NEEDED, THERE WILL BE ADDITIONAL COST TO BE PAID PRIOR TO THE JOB BEING RELEASED TO CONST. LIGHTS REQUESTED AFTER INITIAL POWER REQUEST WILL BE CHARGED A \$35.00 SVC FEE. ASK MEMBER SERVICE DEPT IF INTERESTED.**
NOTE TO # 6 & #7: ALL COSTS MUST BE PAID IN FULL PRIOR TO THE JOB BEING RELEASED TO THE CONSTRUCTION DEPT. WITH NO REFUNDS ONCE JOB IS COMPLETED
- ___ 9. **SVEC STAKING ENGINEER IS RESPONSIBLE FOR DETERMINING/APPROVING THE SERVICE LOCATION. THE MEMBER CAN EITHER MEET THE ENGINEER ON THE PROPERTY OR MARK THE DESIRED SERVICE LOCATION WITH A FLAG/STAKE. THE MEMBER SHOULD NOT PLACE THE METER POLE PRIOR TO HAVING THE LOCATION APPROVED BY SVEC STAKING ENGINEER.**
- ___ 10. **UNDERGROUND SERVICE IS AVAILABLE UPON REQUEST. THE MEMBER IS RESPONSIBLE FOR INSTALLING CONDUIT PER SVEC'S SPECIFICATIONS AND APPROVED ROUTE.** SVEC WILL INSTALL CABLE IN THE CONDUIT UPON APPROVAL OF SVEC REPRESENTATIVE & FINAL APPROVAL FROM THE COUNTY BUILDING DEPARTMENT. DISTANCE NOT TO EXCEED 200 FEET. MEMBER MUST CALL SVEC (EXT. 5625) TO REQUEST INSPECTION OF CONDUIT SYSTEM.
- ___ 11. PROVIDE APPLICANT WITH APPROPRIATE **SERVICE ENTRANCE REQUIREMENTS**.
- ___ 12. **WHEN, AT THE MEMBERS REQUEST, A LINE EXTENSION ROUTE IS NOT MOST ECONOMICAL FOR SVEC, THE MEMBER SHALL PAY 100% OF THE COST (EXCLUDING COST OF OH TRANSFORMER & METER). ANY EXEMPTION WILL BE FORFEITED BY THE MEMBER IN THESE CASES.**
- ___ 13. **SERVICES MUST BE INSPECTED AND APPROVED BY THE BUILDING INSPECTOR AND SVEC NOTIFIED BY THE INSPECTORS OFFICE PRIOR TO BEING SCHEDULED BY THE CONSTRUCTION DEPARTMENT.**
- ___ 14. **A STATE LAW REQUIRES THAT SVEC SEND A "SUNSHINE ONE-CALL NOTIFICATION" A MINIMUM OF 48 TO 96 HOURS PRIOR TO A JOB BEING RELEASED FOR SCHEDULING. THE ONE-CALL CAN NOT BE SENT UNTIL ALL STAKING AND PAPERWORK IS COMPLETED AND SIGNED, RELEASED TO THE CONSTRUCTION DEPARTMENT FROM ENGINEERING AND MEMBER SERVICE DEPT. AND THE CONSTRUCTION DEPT. RECEIVES NOTIFICATION OF FINAL INSPECTION FROM THE BUILDING DEPT.**
- ___ 15. **TIME-OF-USE METERING AVAILABLE FOR NON-RESIDENTIAL QUALIFIED APPLICANTS (see engineering representative)**

IMPORTANT NOTE FOR APPLICANTS APPLYING FOR TEMPORARY POWER: SVEC WILL NEED **AT LEAST 2-3 WEEKS** NOTICE FROM THE APPLICANT PRIOR TO FINAL INSPECTION IN ORDER TO ALLOW TIME TO STAKE FOR UNDERGROUND SERVICES OR OVERHEAD LINE EXTENSIONS. *THE FINAL INSPECTION CALL-IN FROM THE BUILDING DEPARTMENT DOES NOT INITIATE YOUR REQUEST FOR THE PERMANENT SERVICE WITH SVEC.*

NOTE: Scheduling information must be obtained from the Construction Supervisor, MR. BRYAN GAMBLE, or the Construction Dept. Clerk, MR. MIKE CAMERON. **The Engineering Dept. CANNOT schedule construction work.** After your job has been released from Engineering to Construction, you may contact that department during regular business hours to inquire about the scheduling date for your job. EXT. 5625

Signature (showing receipt of General Requirements list)

Date

Member Service Representative