
Electrical Agreement



Applicant Name _____

Service Address _____

Address can be obtained from County Planning & Zoning Departments

Benewah County: 208-245-2821

Bonner County: 208-265-1458

Kootenai County: 208-446-1070

Spokane County: 509-477-3675

Application Phase

Complete the following forms and submit to KEC at newservice@kec.com or to our office:

- Electrical agreement (this form)
- Membership information (if a new member or membership information has changed)
- Property information
- Electrical line right of way easement
- Site drawing

Pay applicable fee. If unsure which applies, please contact us or visit www.kec.com/new-construction-information

- \$50 Area light engineering fee
- \$250 Engineering fee (non-refundable)
- \$695 High density service line fee (may be applied to bill upon request)

Once an application is received, the applicant shall meet with a KEC staking technician, if required for the service, within one hundred twenty (120) days or they may be required to re-apply and pay a new engineering fee.

Design Phase

Construction proposals are valid for one hundred twenty (120) days from the date issued. Prior to expiration, applicants must pay the required contribution to construction or they may be required to re-apply and pay a new engineering fee.

- Construction proposal paid
- If required, any third party electrical line right of way easements obtained
- Electrical permit and meter base pictures emailed to oktoenergize@kec.com
- Right of way cleared
- Trench dug by member and inspected by KEC employee if applicable

Construction Phase

Once the contribution to construction has been paid, the applicant has one hundred twenty (120) days to have service energized or KEC may update costs to those in effect at that time.

Excavation Settlement Release

Kootenai Electric Cooperative (KEC) wishes to make the installation of its electrical service to both residential and commercial customers as smooth and trouble-free as possible. While KEC attempts to compact its trenches, any time soil is excavated or disturbed there is some potential for settlement. KEC cannot and does not warrant (against settlement) utility trenches excavated for the purpose of installing underground power lines.

By exercising this release, the undersigned acknowledges that KEC does not warrant its utility trenches against settlement and holds KEC harmless for any and all surface replacement(s) and/or repair(s) caused by or related to the settlement of the soil in the utility trench. Such repairs and the cost of said repairs shall remain the sole responsibility of the undersigned party for the installation of electrical power and any associated excavation at the applied for property.

The undersigned acknowledges full acceptance of and sole liability and responsibility to pay and satisfy and/all costs, claims and/or damages should trench settlement result in any damages including, but not limited to, any cracks, dips, compaction, erosion or other excavation settlement related issues. By signing below, I acknowledge that I am authorized to execute this release for the electrical service located at the applied for property and hereby agree to indemnify, defend and hold KEC harmless from any and all damages associated with trench settlement issues at the service address. This includes claims from any and all third parties, including future owners of the service address.

Unforeseen Conditions

Unforeseen conditions may increase the project cost substantially. The applicant or member shall solely assume the risk of any and all increased costs resulting from any such unforeseen conditions. Should such circumstances arise during construction, the applicant will be notified of their options and cost to complete construction.

Acknowledgement and Agreement

Applicant consents to being admitted a member of KEC. Applicant agrees to purchase electric service from KEC as soon as electric service shall be available. Applicant agrees to comply with and be bound by KEC's Articles of Incorporation and Bylaws and any amendments thereto, written policies, procedures, resolutions and such rules and regulations as may from time to time be adopted by the board of directors.

To the best of Applicant's knowledge, information and belief, the information set forth within this application packet including, but not limited to, the allotted credits, is true, accurate and correct. In the event any such information is later deemed to be inaccurate or incorrect, KEC reserves the right to recover the full amount of any resulting increase in costs and/or damages from the Applicant and Applicant agrees to pay the same.

Signature _____

Date _____

KEC Use Only

SO#: _____

SUB.: _____

CYCLE: _____

WO#: _____

DIST./ZONE: _____

MEMBER#: _____

Member Information



Mailing Address _____

Check appropriate box and complete information

Individual(s) Previous/Current KEC Member

Applicant Name _____ DOB _____

Email _____ Phone _____

Employer _____ Phone _____

Co-applicant Name _____ DOB _____

Email _____ Phone _____

Employer _____ Phone _____

Business Previous/Current KEC Member

Entity Name _____

Tax ID _____ Filing State & Year _____

Authorized Individual _____ Title _____

Email _____ Phone _____

Authorized Individual _____ Title _____

Email _____ Phone _____

Authorized Individual _____ Title _____

Email _____ Phone _____

Authorized Individual _____ Title _____

Email _____ Phone _____



Property Information



Applicant Name _____

Service Address _____

Address can be obtained from County Planning & Zoning Departments

Building Contractor _____

Email _____

Phone _____

State Licensed Electrician _____

Email _____

Phone _____

Primary Contact: Applicant Building Contractor State Licensed Electrician

Property Information

Subdivision Name _____ Addition _____ Lot _____ Block _____

City Limits Yes No Gate Code _____ Nearest Pole/Transformer _____

Type of Request

New Service Temporary Lighting (complete Light Agreement)

Modification/Upgrade Other _____

Description of modification/upgrade if applicable _____

Type of Service

Overhead

120/240 1 phase

100 AMP

Underground

277/480 3 phase

200 AMP

120/208 3 phase

400 AMP

Other _____

Secondary Services

Now

Solar

Future

Generator

Other _____

Primary Site Use - Residential

Single House _____ Sq. ft. Manufactured _____ Sq. ft. Shop _____ Sq. ft. Well

Other _____ Sq. ft. Multiplex/Apartment _____ # of units (please complete appendix A)

Primary Residence Vacation/Seasonal Other _____

HVAC: Electric Gas Heat Pump _____ tons Electric Furnace Air Conditioner

Water heater: Electric Gas On Demand (Tankless)

Clothes Dryer: Electric Gas

**** IF BOTH HVAC & WATER HEATER WILL BE ELECTRIC:**

I would like to be considered for an additional credit. I understand that KEC may need to inspect my service address and residence to confirm and verify the accuracy and truthfulness of my statements and representations. In the event KEC determines that any of the statements and/or representations in the document are inaccurate or untrue, I will be required to reimburse KEC for any fees and/or costs otherwise due to KEC.

Signature _____ Date _____

Additional Load:

Welder _____ KW Compressor _____ HP/KW Heated Shop _____ KW Other _____ KW

Primary Site Use - Commercial

Type of commercial space: _____ Total Conditioned sq. ft. _____ Number of Units _____

Anticipated monthly use: _____ kWh - must attach load sheet

Cell Tower or Railroad Crossing Existing Colocation New colocation

Motor - start calculations

Failure to supply this information may result in unsatisfactory performance during motor starts. Please itemize all electrical motors on an attached sheet. All three-phase motors must have low voltage starting over 20HP, no single-phase motors over 10HP.

Size of largest motor: _____ HP Single phase Three phase

Variable speed drivers or DC motors in facility? Yes No

Drive has filters to limit harmonics? Yes No
(IEEE Standard 519-1992)

Multi-Dwelling Appendix (If applicable)



Complex Name _____

Service Address _____

Address can be obtained from County Planning & Zoning Departments

Building # _____ Total Units in Building _____ # of House panels per building _____

Please use the table below to list all unit/apartment numbers for the building you are applying for.

Unit/Apartment #	SO# (KEC use only)

Unit/Apartment #	SO# (KEC use only)

Landlord Information

Business Name _____

Mailing Address _____

Primary Contact _____

Tax ID _____ Primary Phone _____

Primary Email _____



SO# _____

Easement Instructions



Electric Line Right of Way Easement Instructions

To ensure the easement is accepted by the county for recording and to prevent possible job delays, please follow the easement instructions below.

- Print appropriate easement single-sided.
 - Individual Electrical Line Right of Way Easement
 - Corporation Electrical Line Right of Way Easement
- Ensure all text is legible and at least eight-point font.
- Easement documents and all attachments need at least 1" margins on all sides with margins clear of writing and text, including signatures.
- Along with the easement include a copy of one of the following documents showing ownership and the legal description of the property.
 - Recorded Warranty Deed
 - Deed of Trust
 - Quit Claim Deed
 - Schedule A Final Title Insurance Policy
- If providing maps, ensure they are black & white, with all fonts legible and not covered by lines or dashes.
- All legal property owners must sign the easement exactly as their name(s) appear on the property deed. We've provided two signature pages below. If additional signatures are needed due to more than two names listed on the property deed, please print as necessary.
 - KEC has notaries available in our office.
- Notary stamp must be legible and can't cover any part of the written document.

If you have any questions, feel free to contact us at 208-765-1200 or by email at newservice@kec.com.

Please be aware that easements must be complete and recordable for a job to be released to construction for scheduling.



SO# _____

ELECTRIC LINE RIGHT OF WAY EASEMENT

KNOWN ALL MEN BY THESE PRESENTS, that the undersigned, _____, (an individual) or (husband and wife) for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, does hereby grant unto Kootenai Electric Cooperative, Inc., an Idaho nonprofit corporation (hereinafter referred to as the “Cooperative”) whose mailing address is 2451 W. Dakota Ave. Hayden, Idaho, 83835, and to its successors or assigns, an easement and right-of-way upon the undersigned’s real property situated in the County of _____ State of _____ Township _____, Range _____, Section _____, and more particularly described as follows:

(SEE ATTACHED EXHIBIT “A”)

This easement shall in all events provide the Cooperative the right to construct, operate and maintain an electric transmission and/or distribution line and/or system on or under the above-described real property and/or in, upon or under all streets, roads or highways abutting said real property; to inspect and make such repairs, changes, alterations, improvements, removals from, substitutions and additions to its facilities as Cooperative may from time to time deem advisable, including, by way of example and not by way of limitation, the right to increase or decrease the number of conduits, wires, cables, vaults, splice boxes, connection boxes, transformers and transformer enclosures. The scope and purpose of this easement and right-of-way shall not be limited to the provision of service to the subject property. The Cooperative shall have the continuing and unconditional right to utilize the easement and right-of-way to reasonably operate and maintain its electric transmission and/or distribution lines and/or system to provide service to all other portions of its service territory. The Cooperative shall also have the right to cut, trim and control the growth by machinery or otherwise of trees and shrubbery located within fifteen (15) feet of the center of said line or system, or that may interfere with or threaten to endanger the operation and maintenance of said line or system (including any control of the growth or other vegetation in the right of way which may incidentally and necessarily result from the means of control employed); to keep the easement clear of all buildings, structures, or other obstructions; and to license, permit or otherwise agree to the joint use or occupancy of the lines, systems or, if any of said system is placed underground, of the trench and related underground facilities, by any other person, association or corporation.

The undersigned agrees that all of the Cooperative’s poles, wires and all other equipment and facilities of any nature whatsoever, including but not limited to any main service entrance equipment, installed in, upon or under the above described real property shall remain as the Cooperative’s sole property. All

of such property shall be removable at the sole option of the Cooperative without the giving of any advance notice.

The undersigned covenants that it is the owner of the above-described real property and that said real property is free and clear of encumbrances and liens of any nature whatsoever which would in any way frustrate or interfere with the easement rights granted to the Cooperative herein.

Dated this _____ day of _____, 20____.

Signature

Print Name

STATE OF _____)
 : ss.
County of _____)

On this _____ day of _____, 20____, before me personally appeared _____,
to me known to be the individual(s) described in and who executed the forgoing instrument and acknowledged that (s)he signed and sealed the same as his/her own free and voluntary act and deed, for the uses and purposes therein mentioned.

GIVEN UNDER MY HAND AND OFFICIAL SEAL the day and year in this certificate first written above.

(SEAL)

Notary Public

Residing At: _____

My Commission Expires: _____

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Dated this _____ day of _____, 20_____.

Signature

Print Name

STATE OF _____)
: ss.
County of _____)

On this _____ day of _____, 20_____, before me personally appeared _____,
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(SEAL)

Notary Public

Residing At: _____

My Commission Expires: _____

Site Drawing



Applicant Name _____

Service Address _____

Address can be obtained from County Planning & Zoning Departments

Please provide approved site plan or use the area above to provide a drawing of your construction site.

Please review the drawing legend and use the symbols shown to map your site plan.

Include the following in your drawing:

- Nearest public road and distance to proposed home site
- Nearest KEC facility (pole or transformer)
- Proposed home site and meter base location
- Proposed drain field and septic lines
- Fences (existing and future)
- North arrow

Drawing Legend	
□	Home/Buildings (label)
*	Meter Location
§	Septic Lines/Drain Field
=	Road/Driveway
X	Fencing
≈	Streams
--	Other Cable or Pipes (label)

