

NEW SERVICE PROCESS & CHECKLIST

Paperwork:

- ☐ Membership application – social security number required for credit check (new members only)
(A deposit may be required before service is energized)
- ☐ Easement – **all property owners' signatures** must be notarized, legal description and parcel identification number provided from land record
- ☐ Release Form – **only one signature required**
- ☐ Wiring Affidavit completed by Electrician (yellow card)

On-site Appointment Requirements:

Prior to appointment, the following must be completed:

1. Meter site determined
2. Foundation, septic, and/or well sites determined
3. All paperwork completed (please bring enclosed paperwork, completed in full, to scheduled appointment)
Easement can be notarized on-site if all property owners are present

Costs:

- ☐ Improved lot (well, septic, or foundation) is a cost of \$500 plus \$5.00 per foot
- ☐ Unimproved lot (vacant land) is \$800 plus \$8.00 per foot
- ☐ Services requiring paved road or driveway crossings will be charged an additional \$400 per crossing
The cost is the same whether an overhead or underground service is selected

New Service Installation:

Prior to installation, the following must be completed: (After Oct 31, seasonal charges will apply.)

- ☐ Paperwork signed, completed, and returned by mail or at appointment
- ☐ All fees paid – installation fees and deposit (if required) must be paid with a check
- ☐ Meter socket ready, lever bypass required/must remain accessible to cooperative employees at all times
- ☐ Wiring affidavit completed and signed by electrician and returned
- ☐ UDC inspection signed and returned (if required)
- ☐ Necessary conduit
- ☐ Ground rods and ground wire
- ☐ Basement must be backfilled within 3 inches of final grade
- ☐ Cable route is clear of all obstructions
- ☐ To view your account online, sign up for SmartHub on barronelectric.com

Note: Residential rates are available on SmartHub

All new services must be wired according to National Electric Code

Please notify Barron Electric Cooperative when all the above requirements are fulfilled.

If you have questions, please contact our office at 1-800-322-1008 or e-mail operations@barronelectric.com.

We look forward to working with you.



1434 State Highway 25 North • PO Box 40 • Barron, WI 54812
Phone: 800-322-1008 • Fax 715-637-1906 • For Outages Only: 866-258-8722

Office Use Only:

Map Location _____ Account # _____ Customer # _____

APPLICATION FOR MEMBERSHIP AND ELECTRIC SERVICE

The undersigned applies for membership in, and electric service from, the Barron Electric Cooperative, and does hereby agree:

- a) To secure a membership in the Cooperative as prescribed by the Bylaws.
- b) To purchase from the Cooperative, when the Cooperative makes energy available to the member, and to pay monthly or as otherwise specified, for such energy used upon the premises now owned or occupied by the member in accordance with the rate schedules established by the Cooperative. Member also agrees to pay the minimum charge as established from time to time by the Board of Directors while a member.
- c) To comply with and be bound by the Articles of Incorporation and the Bylaws of the Cooperative, as well as such rules and regulations as may from time to time be adopted by the Cooperative's Board of Directors.
- d) That this application constitutes a contract by and between the member(s) and the Cooperative, which includes (c) above.
- e) That service shall continue in force from the date service is made available by the Cooperative to the member and thereafter until cancelled by withdrawal of membership in the Cooperative.
- f) Upon request of the Cooperative based upon reasonable terms and conditions, to grant to the Cooperative one or more right-of-way easements for extending and furnishing service to the Applicant or any other Cooperative member or for any other need of the Cooperative in constructing, operating, and maintaining its electric system. Further, applicant agrees and acknowledges the presence of existing service lines are subject to easement and routine maintenance.
- g) No person can have more than one (1) Cooperative membership for voting purposes.

Please select the description of membership:

- | | |
|--|---|
| ☐ Individual Membership | ☐ Partnership |
| ☐ Married couples as tenant in common members | ☐ Association membership, other than corporation |
| ☐ Joint tenant members other than spouses | ☐ Corporate membership, other than municipality |
| ☐ Common tenant members other than spouse | ☐ Government entity |
| ☐ Limited Liability Company | |

(Association, Partnerships, Corporations, Businesses, Governmental bodies must produce two (2) signatures or power of attorney).

Primary Member

First Name _____

Last Name _____

Organization/Business _____

Mailing Address _____

City, State, Zip _____

Phone Number _____

Social Security # or FEIN# _____

Signature _____

Date _____

Secondary (if applicable)

First Name _____

Last Name _____

Organization/Business _____

Mailing Address _____

City, State, Zip _____

Phone Number _____

Social Security # or FEIN# _____

Signature _____

Date _____

EASEMENT COMPLETION INSTRUCTIONS



barronelectric.com



1-800-322-1008



operations@barronelectric.com



This Instrument was Drafted by Aaron Torud
for Barron Electric Cooperative
ELECTRIC LINE - RIGHT-OF-WAY EASEMENT

Must be Completed in Black Ink Only

1

2

KNOW ALL BY THESE PRESENTS that the Undersigned [(Print Landowner's Name(s))]

("Grantor") whether individually or collectively, for good and valuable consideration, receipt of which is hereby acknowledged, (do) (does) hereby grant unto BARRON ELECTRIC COOPERATIVE, a Wisconsin cooperative ("Grantee"), its successor and assigns, the right to enter upon the lands of the undersigned, situated in _____ County, Wisconsin, and more particularly described as follows:

3

4

LEAVE
BLANK

Legal Description

(the "Property") to construct, operate, repair, maintain, relocate and replace thereon, and under the surface thereof, and upon or under all streets, roads, or highways, on or abutting said lands, a line for the transmission and distribution of electric energy, and voice and data communication line system(s) or any combination thereof, including without limitation all appropriate cable, wire, transformers, manholes, concrete pads, poles, crossarms, duct, conduit ground connections, attachments, equipment, accessories and supporting devices (which if necessary, may be located outside of the Right-of-Way strip) necessary and appropriate for the transmission and distribution of energy, either above or beneath the ground as Grantee deems necessary for the purposes of exercising the rights herein granted.

Easement Width: Except as otherwise stated, the Right-of-Way shall be 10 feet wide for lines placed underground and 40 feet wide for lines located above ground. Lines placed underground and 40 feet wide for lines located above ground.

Ownership of Property: All facilities erected or installed shall remain the property of the Grantee. This shall include, but not be limited to, poles, wires, manholes, conduits, cables, connection boxes, transformers, transformer enclosures, ducts, ground connections, attachments, equipment, accessories and appurtenances necessary and appropriate for the transmission of energy either above or below the ground. Grantee shall have the right to remove all such property, at its option, upon termination of service.

Inspection, Removals, Alterations: Grantee has the right to inspect, rebuild, remove, repair, improve and make changes, alterations, substitutions and additions in and to its facilities as it may from time to time deem advisable, including the right to increase or decrease the number of conduits, wires, cables, and appurtenances, and to change from an overhead to an underground system or vice-versa.

Tree Trimming and Brush Removal: The Grantee shall at all times have the right to cut, trim and control the growth by chemical means, mechanical means or otherwise, of trees and shrubbery located within said Right-of-Way or that may interfere with or threaten to endanger the operation and maintenance of said line(s) or system(s), including any control of the growth of other vegetation within the right-of-way, which may incidentally and necessarily result from the means of control employed. All trees and limbs cut shall remain the property of the Grantor.

Grantor's Use of Easement: Grantor, successors and assigns, may use the Right-of-Way strip for any purpose not inconsistent with the rights hereby granted provided such use does not interfere with or endanger the construction, operations or maintenance of Grantee's facilities. Grantor agrees to keep said easement clear of buildings, structures, flammable material, trees or other obstructions. Grantor further covenants and agrees that the elevation of the existing ground surface within the Right-of-Way strip will not be altered by more than one (1) foot without the written consent of Grantee, and that no fences, gates, signs, posters, or other attachments shall be placed on or attached to Grantee's supporting structures.

Access Rights: Grantee shall have the right of ingress to and from said Right-of-Way strip along a route which will cause the least possible interference with existing land uses, together with the right and privilege of using those portions of the Property abutting on same as may be necessary for the purpose of placing thereon materials excavated from said Right-of-Way strip and for the purpose of bringing upon said line of construction such machinery, conduit, conductor and other equipment as may be necessary for construction, repair, maintenance and replacement of Grantee's facilities.

Joint Use: Grantee shall have the right to license, permit or otherwise agree to apportion the rights granted herein to third parties, including the joint use or occupancy of the line(s), system(s) or, if any of the said system is placed underground, of the trench and related underground facilities, by any other person, association or corporation.

Binding Agreement: This agreement is binding upon the parties hereto, their heirs, personal representatives, successors and assigns.

Grantors Warranty: Grantor covenants and warrants that Grantor is lawfully seized and possessed of all the property described above and has good right and lawful authority to convey this easement for the purpose herein expressed, and there are no mortgages, liens or encumbrances except as noted and attached hereto.

State of _____ County of _____

Please sign on Lines Below ↓

On this _____ day of _____, 20____,
personally appeared _____

Dated this _____ day of _____, 20____

proved to me through satisfactory evidence of identification, to be the person(s) who executed the foregoing instrument and acknowledged the same.

Notary Signature: _____

Commission Expiration: _____

Notary
Seal
Here

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Return to:



PO Box 40 • Barron, WI 54812
MUST COMPLETE

5

Parcel Identification Number (PIN)

INSTRUCTIONS

1. Use **Black Ink**
2. Print ALL current Landowners below "The Undersigned"
3. Fill the **County** where property is located
4. Enter **Full Legal Description** taken from deed or tax receipt. Must include: Section, Township, Range: ¼-¼ CSM Volume & Page Numbers; CSM Map #; Document #; any other information on the deed or tax receipt. Call your county's Register of Deeds or visit their website if you need help finding this information. If you need additional space for your legal description please write, "see attached" and include an additional page.
5. Fill out all Parcel Identification Numbers (PIN)
6. All landowner names listed on the deed **must be signed** in the presence of a notary.

Note: If a property is in a company name, it is necessary that **two officers sign** and specify the office they hold

Notary Instructions:

- Fill in the County & State
- Print name(s) of people signing
- easement
- Signature of Notary
- Enter date Commission Expires
- Stamp with Notary Seal

If the Easement is not fully completed it will be sent back to you for completion.

This can delay when work will be scheduled.

This Instrument was Drafted by Aaron Torud
for Barron Electric Cooperative
ELECTRIC LINE - RIGHT-OF-WAY EASEMENT

Must be Completed in Black Ink Only

KNOW ALL BY THESE PRESENTS that the Undersigned [(Print Landowner's Name(s))

("Grantor") whether individually or collectively, for good and valuable consideration, receipt of which is hereby acknowledged, (do) (does) hereby grant unto BARRON ELECTRIC COOPERATIVE, a Wisconsin cooperative ("Grantee"), its successor and assigns, the right to enter upon the lands of the undersigned, situated in _____ County, Wisconsin, and more particularly described as follows:

← Legal Description

(the "Property") to construct, operate, repair, maintain, relocate and replace thereon, and under the surface thereof, and upon or under all streets, roads, or highways, on or abutting said lands, a line for the transmission and distribution of electric energy, and voice and data communication line system(s) or any combination thereof, including without limitation all appropriate cable, wire, transformers, manholes, concrete pads, poles, crossarms, duct, conduit ground connections, attachments, equipment, accessories and supporting devices (which if necessary, may be located outside of the Right-of-Way strip) necessary and appropriate for the transmission and distribution of energy, either above or beneath the ground as Grantee deems necessary for the purposes of exercising the rights herein granted.

Easement Width: Except as otherwise stated, the right-of-way shall be 10 feet wide for lines placed underground and 40 feet wide for lines located above ground.

Ownership of Property: All facilities erected or installed shall remain the property of the Grantee.

This shall include, but not be limited to, poles, wires, manholes, conduits, cables, connection boxes, transformers, transformer enclosures, ducts, ground connections, attachments, equipment, accessories and appurtenances necessary and appropriate for the transmission of energy either above or below the ground. Grantee shall have the right to remove all such property, at its option, upon termination of service.

Inspection, Removals, Alterations: Grantee has the right to inspect, rebuild, remove, repair, improve and make changes, alterations, substitutions and additions in and to its facilities as it may from time to time deem advisable, including the right to increase or decrease the number of conduits, wires, cables, and appurtenances, and to change from an overhead to an underground system or vice-versa.

Tree Trimming and Brush Removal: The Grantee shall at all times have the right to cut, trim and control the growth by chemical means, mechanical means or otherwise, of trees and shrubbery located within said right-of-way or that may interfere with or threaten to endanger the operation and maintenance of said line(s) or system(s), including any control of the growth of other vegetation within the right-of-way, which may incidentally and necessarily result from the means of control employed. All trees and limbs cut shall remain the property of the Grantor.

Grantor's Use of Easement: Grantor, successors and assigns, may use the right-of-way strip for any purpose not inconsistent with the rights hereby granted provided such use does not interfere with or endanger the construction, operations or maintenance of Grantee's facilities. Grantor agrees to keep said easement clear of buildings, structures, flammable material, trees or other obstructions. Grantor further covenants and agrees that the elevation of the existing ground surface within the right-of-way strip will not be altered by more than one (1) foot without the written consent of Grantee, and that no fences, gates, signs, posters, or other attachments shall be placed on or attached to Grantee's supporting structures.

Access Rights: Grantee shall have the right of ingress to and from said right-of-way strip along a route which will cause the least possible interference with existing land uses, together with the right and privilege of using those portions of the Property abutting on same as may be necessary for the purpose of placing thereon materials excavated from said right-of-way strip and for the purpose of bringing upon said line of construction such machinery, conduit, conductor and other equipment as may be necessary for construction, repair, maintenance and replacement of Grantee's facilities.

Joint Use: Grantee shall have the right to license, permit or otherwise agree to apportion the rights granted herein to third parties, including the joint use or occupancy of the line(s), system(s) or, if any of the said system is placed underground, of the trench and related underground facilities, by any other person, association or corporation.

Binding Agreement: This agreement is binding upon the parties hereto, their heirs, personal representatives, successors and assigns.

Grantors Warranty: Grantor covenants and warrants that Grantor is lawfully seized and possessed of all the property described above and has good right and lawful authority to convey this easement for the purpose herein expressed, and there are no mortgages, liens or encumbrances except as noted and attached hereto.

State of _____ County of _____

Please sign on Lines Below ↓

On this _____ day of _____, 20____,
personally appeared

Dated this _____ day of _____, 20____

proved to me through satisfactory evidence of
identification, to be the person(s) who executed the
foregoing instrument and acknowledged the same.

Notary Signature: _____

Commission Expiration: _____

Return to:



PO Box 40 • Barron, WI 54812

MUST COMPLETE

Parcel Identification Number (PIN)

Notary
Seal
Here

Release Form



Name _____

Service Address _____

City_____ **State**_____ **Zip Code**_____

Phone: _____

Office Use: Sec. _____ Twp. _____ Range _____ Service Map Location _____

Barron Electric Cooperative, or a contractor working for the Cooperative, may be excavating or installing poles and/or anchors on your property in order to install your electric service line. To avoid damage to any private facilities (i.e. underground tanks, lighting, sewer, well, sprinkler, water, etc.) by Barron Electric, you are responsible for clearly and accurately identifying all private underground facilities with paint, stakes, or physically exposing such facilities. A Barron Electric representative must be informed of all private underground facilities and proposed construction sites at the time of application.

I, the undersigned, agree to hold harmless Barron Electric Cooperative (and/or its contractor) for any damage to any private underground facilities as a result of a lack of identification or improper identification. The cost of any repairs to damaged private underground facilities and any additional expenses due to known or unknown private facilities will be my responsibility. I also acknowledge that ground disturbance is likely to occur as a result of the requested excavation. Crews representing the Cooperative will make an effort to perform ground restoration with materials available on site; however, I agree it is my responsibility to complete further restoration if so desired.

I, the undersigned, agree to hold harmless Barron Electric Cooperative (and/or its contractor) for any damages incurred to above-named property as a result of cutting and/or trimming trees.

I certify that I own, or am the authorized representative of the owner of the property, of the address(es) listed above, and that I have read and understood the above statements.

Sign Here ↓ (one signature required)

_____ Date

Please consider future plans, and choose your meter location carefully. There will be a charge to relocate your meter and/or service. All service fees are due and payable prior to installation.

Office Use

Installation Cost \$

Work Order #

Circle: NS CJ

If not listed above, complete below:

LPC: _____

Budget Line #: _____

Budget Year: _____

Notes:

Meter Location Grid

Not necessary if meeting BEC representative



If unable to meet on site, please sketch proposed route, meter location, building site, septic system, deck, detached future buildings and any private facilities on your property.

This image shows a full page of blank grid paper. The grid consists of 20 equal-width columns and 15 equal-height rows, creating a total of 300 small square units. The lines are thin and black, set against a white background. There are no margins or additional markings on the page.

Barron Electric Cooperative - Wiring Affidavit

Owner of Premise	Premise Street Address	City
------------------	------------------------	------

Section	Town	Range	Map Location
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UDC Inspector Name (Print)	License#
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Commercial Inspector Name (Print)	License #
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Wireman's Name (Print)	Phone #
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Contractor # or Electrician License #

Signature of Wireman	Date
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The wireman signing this affidavit swears or affirms that he/she/they were retained, engaged, or hired by the homeowner, not by Barron Electric Cooperative. The wireman signing this affidavit further swears or affirms that any and all inspections done are the responsibility of the homeowner and/or the wireman, not Barron Electric. The wireman and homeowner signing this affidavit further swear or affirm that Barron Electric shall not be responsible for any damage or injury that may result from any inspection or any damage or injury that may result from any defect that could or should have been discovered by the inspection.