



# Sauk Centre Public Utilities Commission

101 Main Street South, Sauk Centre, MN 56378

Phone (320)352-6538 Fax (320)352-2833

## Service Application for Utilities

Please fill out the application completely, sign & return via fax, email, mail, or in person.

Today's Date: \_\_\_\_\_ Service Start Date: \_\_\_\_\_

1. Applicant is: \_\_\_ Owner \_\_\_ Renter – Landlord Name & Phone # \_\_\_\_\_

2. Billing name: \_\_\_\_\_

Legal Name of Responsible Party

3. Service Address: \_\_\_\_\_

4. Mailing Address: \_\_\_\_\_

5. Contact Phone #: \_\_\_\_\_ Work Phone #: \_\_\_\_\_

6. Social Security #: \_\_\_\_\_

Your social security number may be used for collection purposes only, not providing one will require a triple deposit.

7. Email Address: \_\_\_\_\_ Paperless Billing  Yes  No  Both

8. Name of Co-Applicant: \_\_\_\_\_

Legal Name of Co-Applicant

9. Co-Applicant's Phone #: \_\_\_\_\_ 10. Co-Applicant's Social Security #: \_\_\_\_\_

**COMMERCIAL/INDUSTRIAL ACCOUNTS:** The Sauk Centre Public Utilities Commission is a business that is owned by the public. For this reason, we work towards recovering any unpaid balances. Therefore, the utility wants the right to ask the business owner to provide their personal social security number to use towards collection of any unpaid balance on the business account. If a social security number is not provided by the business owner, the advanced payment fee will be based on the highest billings for a two-month period. All commercial and industrial customers will be required to pay an advanced payment. This advanced payment is based on the highest bill from past history.

Billing adjustments shall be limited to a maximum three-year period from the time of discovery except for cases involving the misapplication of a rate schedule which shall be limited to a maximum one-year period.

### SCPUC Use Only

Deposit Required  Yes - AP# \_\_\_\_\_  No

Account #:

Co-Applicant Name on Deposit Form  Yes  No

Letter of Credit  Yes  No

Amount:  Cash  Check  Debit

Date Paid:

Photo ID:

**CONDITIONS OF APPLICATION FOR SERVICES AND CREDIT APPLICATION**

1. The signed Application for Services shall constitute a contract between the customer and the Sauk Centre Public Utilities Commission (SCPUC) and shall remain in force until the customer discontinues services with the SCPUC.
2. Electric energy and water purchased from SCPUC will be purchased at rates set by SCPUC.
3. Upon completion of the application, the customer agrees to comply with the policies established by the Commission of the SCPUC. Copies of the policies can be furnished to the customer and are available on request.
4. SCPUC will strive to provide continuous service but does not guarantee an uninterrupted and undisputed supply of electric service. SCPUC will not be responsible for any loss or damage resulting from the interruption or disturbance of service for any cause other than gross negligence of SCPUC. SCPUC will not be liable for any loss of profits or other consequential damages resulting from the use of services or any interruption or disturbance of services. SCPUC shall have the right to suspend the supply of electrical energy or water for purposes of making repairs, betterments, or extensions, or when necessitated by acts or regulations beyond its control.
5. The Customer hereby grants an easement to SCPUC, to enter onto said premises to construct, operate, inspect, rebuild and maintain SCPUC's equipment and lines. The easements are to be clear of all buildings, structures, trees and shrubs. The right to locate and repair said lines as required.
6. The Customer hereby grants SCPUC permission to enter Customer's property as needed to maintain and inspect equipment. This shall also include the right to read, maintain and replace SCPUC meters.

**Tennesen Warning for Utility Service and Credit Application**

As a potential customer of the Sauk Centre Public Utilities, you are being asked to provide information about yourself for billing and/or credit information. The information to be exchanged will be treated as private as governed by Minnesota Statute Section 13.01-13.90 and The Privacy Act of 1974.

The information will also be used for collection purposes in case of nonpayment of utility bills.

The data will be used solely for the above-mentioned purposes. The data will be forwarded to the appropriate city/utility staff whose work assignment reasonably requires access to the information for billing and collections.

You are not legally required to provide the requested information. However, if you do not provide the required information, you will be considered to have an incomplete application form and you will be required to pay a triple deposit to provide electric, water and wastewater (utilities) services.

By signing the application form you hereby acknowledge that you have requested the Sauk Centre Public Utilities to provide you with utilities services. You further agree to be responsible for all charges incurred with the utility, including interest and/or penalties. You agree to pay said account regardless of how dated the account is and absolve the utility from continuing to provide service after a delinquency and/or after the normal cut-off date.

By signing the application form the applicant is representing to the utility that he/she has the legal right to occupy the premises. Proof of legal right to occupy the premises may be required.

By signing the application form the applicant hereby waives their rights to any claims and hereby agrees to hold harmless Sauk Centre Public Utilities and the City of Sauk Centre, Minnesota and any of its agents or employees for any injury of damage which may be experience as a direct or indirect results of the intended use of this information.

**Please read the Tennesen Warning before signing.**

**I have read and understand the conditions of this Application for Services and hereby agree to comply with same.**

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Signature \_\_\_\_\_ Date \_\_\_\_\_