

FORT LOUDOUN ELECTRIC COOPERATIVE
VONORE, TENNESSEE
Board Policy No. 301

SUBJECT: PROCEDURE FOR MEMBER APPLICATION

OBJECTIVE:

To provide an orderly procedure for member application so that the Cooperative records will provide essential information and assure every member equal treatment.

POLICY:

The Cooperative may accept, on forms provided, an application from any person located within the service area of the Cooperative. A qualified applicant **MUST** have met the following requirements:

1. Signed an application for membership and electric service (electronic signatures are acceptable).
2. Paid a \$5.00 Membership Charge.
3. Paid a \$10.00 Meter Connection Charge (an administrative charge).
4. Must provide a photo ID (or equivalent) and a social security number (or adequate documentation acceptable to the Cooperative, i.e. visa, etc.).
5. Paid a deposit, if required.
6. Signed a monthly minimum bill contract, if required.
7. Paid aid-of-construction assessed, if required.
8. Processed any additional forms or agreements necessary to receive services.

If service is for a new service, the following may need to be done in addition to the above.

9. If applicable, helped secure a right-of-way/ easement on properties other than applicants' property which the Cooperative must cross to serve applicants.
10. Have electrical service and/or wiring approved by the State Inspector.

RESPONSIBILITY:

.Manager of Office Services
Customer Service Department
Engineering Departments

EFFECTIVE DATE: May 22, 1997

REVIEWED AND APPROVED: August 25, 2011

October 26, 2017

August 25, 2022