



**Heart of Texas Electric Cooperative**

**New Construction Application**

[www.hotec.coop](http://www.hotec.coop) email to: [info@hotec.coop](mailto:info@hotec.coop)

**APPLICANT INFORMATION**

Date: \_\_\_\_\_ Applicant's Name: \_\_\_\_\_

Cell: \_\_\_\_\_ Home \_\_\_\_\_ Work \_\_\_\_\_

Email: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Spouse's Name: \_\_\_\_\_

Cell: \_\_\_\_\_ Home: \_\_\_\_\_ Work: \_\_\_\_\_

**PROPERTY INFORMATION**

911 Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Deed Information - Recorded in Volume: \_\_\_\_\_, Page: \_\_\_\_\_ or Document No. \_\_\_\_\_ of \_\_\_\_\_ County.

GPS of Property (*Close Estimate*) : Latitude: \_\_\_\_\_ Longitude: \_\_\_\_\_

*Can be obtained using Google Maps, Apple Maps, Etc.*

Have you received service from HOTECH?  Yes  No

Do you currently get service from HOTECH?  Yes  No

If yes, is your new service request on the same property?  Yes  No

If yes, what is your current meter number? \_\_\_\_\_

Do you own the property being served?  Yes  Rent / Lease – Landlords Name: \_\_\_\_\_

Property Description: \_\_\_\_\_ acres situated in \_\_\_\_\_ County and located \_\_\_\_\_ miles  N  E  S  W

from town of \_\_\_\_\_ on Lot # \_\_\_\_\_ Block # \_\_\_\_\_ of \_\_\_\_\_ Subdivision

Water Supply:  Drilled Well,  Rainwater Collection System,  Public Water Supply: \_\_\_\_\_

Gate access must be provided. List gate code here: \_\_\_\_\_. If there is a chain, we will install our lock.

# HOTEC MEMBERSHIP & SERVICE APPLICATION AND AGREEMENT FOR ELECTRIC SERVICE

## SERVICE INFORMATION

Facility to be Served:

- House
- Mobile Home
- Barn
- Shop
- Travel Trailer
- Well
- Other: \_\_\_\_\_

Type of Use:

- Permanent Residence
- Seasonal
- Rental/Lease
- Other: \_\_\_\_\_

Status of Facility:

- To be Built
- Under Construction
- Completed
- Other: \_\_\_\_\_

Service Size Requested:

- 100 Amps
- 200 Amps
- 320 Amps
- Other: \_\_\_\_\_ Amps (Load Breakdown Required)

Phasing:

- Single-Phase
- Three-Phase

Voltage Requirements:

- 120/240
- 120/208
- 240/480
- 277/480

Meter Location:

- On Pole Set by Cooperative
- On Dwelling or Building (Overhead Only)

Do you want a Security Light Installed?

- Yes
- No

If Facility is a Well:

- Size of Largest Motor: \_\_\_\_\_
- Total Connected HP: \_\_\_\_\_

Which method will you use for heating water?

- Electric
  - Size: \_\_\_\_\_
- Gas
  - Size: \_\_\_\_\_

To ensure optimal service and safety, **all meters must have a main disconnect positioned below or beside them and be installed outside for accessibility.** Please refer to the meter specification sheet for details.

Ensure your load data is complete and accurate, as any costs from incorrect information will be the Member's responsibility. **Contact a licensed electrician for a load study or service breakdown.**

For questions or assistance, call us at 254-840-2871 or 800-840-2957. We are here to help!

# HOTEC MEMBERSHIP & SERVICE APPLICATION AND AGREEMENT FOR ELECTRIC SERVICE

## Procedures for Providing Electric Service

**A New Construction Application must be completed. The Cooperative cannot proceed with your request for electrical service until you have provided us with the following information.**

The property pins must be physically located and marked on the property.

You must provide a copy of your recorded deed and/or contract of sale to verify ownership of property and acquire deed information to prepare any right-of-way easement needed. From this information, our technicians will discuss the route you prefer and then survey a route, stake the pole and guy locations, and determine the necessary engineering details to provide service. It is your responsibility to obtain easements across adjoining property.

The Cooperative shall provide up to two appointments to design the power line for electric service at no charge to the person requesting service. If the member requests a third appointment with a Cooperative representative, a non-refundable contribution of \$150 will be assessed to the member. Once a member's job has been staked and the member requests a re-stake before construction, a non-refundable contribution of \$150 will be assessed to the member. If the member's service is not ready to be hooked up on the day we construct the line, a non-refundable contribution of \$150 will be assessed to the member.

**For safety purposes, buildings, trees or other obstructions are not permitted in the path of the power line. The Cooperative requires a 20' wide (10 feet on each side of the power line and 100 feet high) un-obstructed right-of-way that is free and clear of buildings, trees or other obstructions. The consumer is responsible for clearing the right-of-way of all trees, stumps, brush, debris, and/or any obstacles along the route of the proposed extension to a width specified by the Cooperative.**

Before engineering details are completed and drafted onto a staking sheet, the member requesting service must supply all easements and permits that may be needed. Power lines shall be constructed only on an unobstructed right-of-way covered by properly executed easements.

When the staking sheets are prepared, easements and permits, if any, are secured, service agreement is signed, and all fees paid, then the job will be released to our construction department to be built at our earliest opportunity. You will need to have your service entrance equipment (commonly referred to as a "meter loop") installed on the outside of your building if the meter is going on the building or assembled and on site for us to install if it is going on our pole.

In order to avoid unnecessary delays during initial construction and future emergency line repairs, the cooperative shall require that the party receiving service grant permission for the cooperative to install its standard padlock where required to gain access to its lines when such gate or gap is kept locked by the property owner.

**Relocation of Lines and Facilities:** Relocation of electric power lines and electrical facilities shall be made at the sole option of the cooperative and the party making the request shall, if required by the cooperative, pay the full cost of the relocation, which shall include any loss of materials.

**Service Provisions:** The consumer shall agree to commence receiving electric service within 30 days after it is made available or shall commence paying to the cooperative the minimum monthly charge as specified in the applicable rate schedule as no meter billing.

**Ownership:** Heart of Texas EC shall retain ownership of all materials and facilities installed by the cooperative.

**All prices quoted for the installation of services will expire 90 days from the day of your first appointment. After 90 days, you will be required to schedule a second appointment. Please allow 48 hours to process your paperwork before coming in or contacting our office.**