



AN ALLETE COMPANY

CONSTRUCTION REQUEST—COMMERCIAL - Customer's Information

Contact Information

Contact Role: Applicant Architect Electrician Engineer General Contractor

Last Name _____ First Name _____ Middle _____ Ident. (Jr, III, etc.) _____

Company _____

Daytime Phone _____ Cell Phone _____

Fax _____ Email _____

Mailing Address _____ City _____ State _____ Zip Code _____

Required method of contact is email

Customer Responsible:

Name: _____ Role: _____ Email: _____

Third Party Contact (Contractor/Electrician):

Name: _____ Company: _____ Role: _____ Email: _____

Email is used for communication in regards to requested work (I.E. moving through steps in the process, estimation quotes, etc.)

Project Location

Site Address _____ City _____ State _____ Zip Code _____

If multiple unit building, number of units _____

Nearest cross street/road or closest neighbor's address _____

Legal Description

Plat Name _____ Country _____

Lot Number _____ Range _____

Block Number _____ Section _____

City/Township Name _____ 1/4 Section _____

Township Number _____ Parcel _____

Contractor Information

General Contractor _____

Phone Number _____

Contact Person _____

Electrical Contractor _____

Phone Number _____

Contact Person _____

Architect—A&E Firm _____

Phone Number _____

Contact Person _____

Mechanical Contractor _____

Phone Number _____

Contact Person _____

Billing Information—Entity responsible to pay for electric usage AFTER construction (permanent service)

Is Existing MP Customer: Yes No Existing Customer Account Number: _____

Company _____

Business Type _____

NAICS Code _____

www.naics.com Doing Business As (DBA) Name _____

Billing Address _____

City _____ State _____ Zip Code _____

Primary Phone _____

Daytime Phone _____

Cell Phone _____

Fax _____

Email _____

Tax Exempt? Yes No If yes, send copy of ST3 Exemption

A complete application, along with good communication with your Minnesota Power representative, is the best way to keep your project on track. All information requested shall be completed in its entirety. Incomplete applications will be returned and will cause delays until a complete application has been received.

Any questions can be directed to the New Construction Center at 1-877-535-0394 or 218-355-2644.

Minnesota Power website: www.mnpower.com

CONSTRUCTION REQUEST—COMMERCIAL - Contractor's Information

Contact Information

Contact Role: Applicant Architect Electrician Engineer General Contractor

Last Name _____ First Name _____ Middle _____ Ident. (Jr, III, etc.) _____

Company _____

Daytime Phone _____

Cell Phone _____

Fax _____

Email _____

Mailing Address _____

City _____ State _____ Zip Code _____

Project Location

Site Address _____ City _____ State _____ Zip Code _____

If multiple unit building, number of units _____

Nearest cross street/road or closest neighbor's address _____

Legal Description

Plat Name _____

County _____

Lot Number _____

Range _____

Block Number _____

Section _____

City/Township Name _____

¼ Section _____

Township Number _____

Parcel _____

Service Information

Who should be billed for electric usage during construction? _____

Customer Construction Start Date _____

Temporary Service Size:

Will a temporary service be required? Yes No Voltage: _____ Phase: _____

Electric Target Install Date _____

Billing Information—Entity responsible to pay for electric usage DURING construction (temporary service)

Is Existing MP Customer: Yes No Existing Customer Account Number: _____

Company _____ Business Type _____

NAICS Code _____ www.naics.com Doing Business As (DBA) Name _____

Billing Address _____ City _____ State _____ Zip Code _____

Primary Phone _____ Daytime Phone _____

Cell Phone _____ Fax _____

Email _____ Tax Exempt? Yes No *If yes, send copy of ST3 Exemption*

A complete application, along with good communication with your Minnesota Power representative, is the best way to keep your project on track. *All* information requested *shall be* completed in its entirety. Incomplete applications will be returned and will cause delays until a complete application has been received.

Lighting*

Are area or floodlight lights installed and maintained by Minnesota Power needed for this project? Yes No

*Additional charges apply for lighting

**Any questions can be directed to the New Construction Center at 1-877-535-0394 or 218-355-2644.
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CONSTRUCTION REQUEST–COMMERCIAL - Electrical Engineer/Electrician’s Information

Project _____ Date _____

Location/Address _____

Permanent Service Characteristics:

Voltage: 120/240 _____ 120/208Y _____ 277/480Y _____ Other _____
 Phase: Single _____ Three _____ Main Breaker Size _____ Amps
 Service Conductor Size _____ Number of conductors per phase _____
 Metering: Self-contained CT cabinet Transition cabinet Switch gear
 Electric Target Install Date: _____

Heating and Cooling–Options

Is the owner interested in the following electric heating options? If unsure; contact us at 218-355-2843 or DualFuelSupport@mnpower.com to discuss.

- Dual Fuel Standard (interruptible)—Discounted rate with defined interruption periods (max 300 hours annually).
- Dual Fuel Plus (interruptible)—Lower Discounted rate with longer defined interruption periods (max 1,000 hours annually); requires a non-electric backup heat source.
- Fixed Off-Peak (storage) Requires a sufficient storage medium—receives energy 8 hours per day from 10:00pm–6:00am
- None of the above

If yes, what type of electric heating system will be installed?

Electric Heating System(s):

- Ground source heat pump
- Air source heat pump
- Slab heat–electric cable
- Slab heat–electric boiler
- Electric boiler–hot water baseboard
- Baseboard/wall heaters/cove heaters
- Electric plenum
- Thermal storage unit heaters
- Centrally-ducted storage furnace
- Central storage hot water system
- Other: _____

Non-Electric Heating System(s):

- Boiler–slab heat
- Boiler–hot water baseboard
- Forced air furnace
- Fireplace/stove
- Other: _____

Non-Electric Fuel(s):

- Propane
- Natural gas
- Fuel Oil Other
- Wood None

Electric Vehicle

- Public Charging Fleet Charging
- Workplace Charging Other: _____

Electric Utility Load Profile

To be completed by an electrician or electrical engineer

	Single Phase Connected Load		Estimated Demand Load		Three Phase Connected Load		Estimated Demand Load	
	kW		kW		kW		kW	
Indoor Lighting								
Outdoor Lighting								
Motor Load								
Electrical Heat								
Air Conditioning								
Kitchen Equipment								
Refrigeration								
Compressor								
Receptacles								
Other								
Subtotal								
Existing Loads								
Total								
Largest Motor								

CONSTRUCTION REQUEST–COMMERCIAL - Site Details - Energy Conservation - Return Instructions

Project _____ Date _____

Location/Address _____

Certified Survey Map or Site Plan

Commercial customers must provide a certified survey map or a detailed site plan noting the following:

- Where the new structure will be located
- Location of existing structures
- Distance (feet) structure will be located from roadway
- Location of proposed/existing driveway (note if matting has been installed)
- Location of well lines, sewer lines, or other potential obstructions
- Location of electric panel (service entrance)
- Neighboring address and/or nearest intersecting road

Energy Conservation and Rebates

Save energy and build your business by using the tools and incentives available through Minnesota Power’s commercial, industrial, and agricultural energy-conservation program.

Business Rebate Application:

www.mnpower.com/ProgramsRebates/BusinessIncentives

Contact Number: 218-355-2843, opt 4

Minnesota Power offers a variety of energy efficient programs and rebates. For details, please visit:

www.mnpower.com/ProgramsRebates/Business

Commercial Application form 6034c–Return Instructions

Send your completed application and site plan by: **Mail:** Minnesota Power–Construction Center
3215 W Arrowhead Rd.
Duluth, MN 55811
Fax: 218-720-2795
Email: newconstruction@mnpower.com

**Any questions can be directed to the New Construction Center at 1-877-535-0394 or 218-355-2644
Minnesota Power website: www.mnpower.com/**

By signing and completing this application I am certifying I understand and agree to the following:

Any deviation from the electrical design, once established, may result in additional costs for redesign and delays in construction. Services agreed upon in this application are required to stay in service for a minimum of five years. Customer will be liable for costs to remove Minnesota Power equipment if the five year minimum is not met.

I have read Your Commercial Electric Service at: www.mnpower.com/CustomerService/CommercialConstruction

Authorization

Signature _____ Date ____ / ____ / ____

Printed Name _____