




# Prince George Electric Cooperative

A Touchstone Energy® Cooperative 

## Checklist for establishing service for a Residential account

- Membership Application (completed and signed)
- Copy of Driver's License or picture I.D.
- Rental Agreement/Deed/Signed Purchase Contract or Closing Documents (address must be shown on document)
- Activation fee -\$30.00
- Membership fee-\$ 5.00
- Credit Reference Letter (if applicable)
  - \*Must be from your most recent electric company
  - \*Must have been within the past 12 months with prior/current company
  - \*Must have 12 months of satisfactory service with 11 bills paid on time, no disconnect for nonpayments, and/or no returned checks.
  - \*The account name of the prior electric company must be in the same name as the applicant/joint applicant for PGEC to waive the security deposit
- If a security deposit is required, it may be paid in 3 monthly installments. The first installment is due immediately; the second and third installments can be billed during your first two months of billing. You also have the option of paying the full security deposit immediately.
- Typically, electric service is connected the following business day once a completed application and all documents are received.

If you have any questions, please contact a Customer Service Representative at (804) 834-2424. Our fax number is (804) 834-8217 for the Waverly office and (804)863-1332 for the Prince George office.

4-2016

*Prince George Electric is an equal opportunity employer and provider*



**PRINCE GEORGE ELECTRIC COOPERATIVE**

P. O. Box 620, Waverly, VA 23890

**Application for Membership/Service  
and Responsibility Statement**

For Electric Service at Address: \_\_\_\_\_  
*Street City, State, Zip County*

Mailing Address if different from Service Address \_\_\_\_\_

Connection Date Desired \_\_\_\_/\_\_\_\_/\_\_\_\_

**Applicant**

**Joint Applicant**

Full Name \_\_\_\_\_

Full Name \_\_\_\_\_

Prior Address \_\_\_\_\_

Prior Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_ (Yrs \_\_\_\_\_)

City/State/Zip \_\_\_\_\_ (Yrs \_\_\_\_\_)

Social Sec # \_\_\_\_ - \_\_\_\_ - \_\_\_\_

Social Sec # \_\_\_\_ - \_\_\_\_ - \_\_\_\_

Email \_\_\_\_\_

Email \_\_\_\_\_

Phone-Home \_\_\_\_/\_\_\_\_-\_\_\_\_ Work \_\_\_\_/\_\_\_\_-\_\_\_\_

Phone-Home \_\_\_\_/\_\_\_\_-\_\_\_\_ Work \_\_\_\_/\_\_\_\_-\_\_\_\_

Mobile \_\_\_\_/\_\_\_\_-\_\_\_\_

Mobile \_\_\_\_/\_\_\_\_-\_\_\_\_

Place of Employment \_\_\_\_\_

Place of Employment \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_ (Yrs \_\_\_\_\_)

City/State/Zip \_\_\_\_\_ (Yrs \_\_\_\_\_)

Service Address: Own \_\_\_\_ Mortgage Holder \_\_\_\_\_  
*Name Address*

OR Rent \_\_\_\_ Landlord Name \_\_\_\_\_ Phone \_\_\_\_/\_\_\_\_-\_\_\_\_  
Address \_\_\_\_\_  
*Street City, State, Zip*

PLEASE LIST THE NAMES THAT WOULD BE AUTHORIZED TO RECEIVE INFORMATION ON YOUR ACCOUNT:

**Services Requested**

\_\_\_\_ Residential Home Electric Service  
Initial \_\_\_\_\_

\_\_\_\_ General Electric Service (garage, barn, etc)  
Initial \_\_\_\_\_

\_\_\_\_ Install Outdoor Light — Quantity \_\_\_\_\_  
Initial Attach Release of Liability Form

\_\_\_\_ Enroll me in Round-Up for Education  
Initial (Round my bill up to the next even dollar and donate those pennies to the teachers for school supplies)  
School \_\_\_\_\_

\_\_\_\_ Automatic Bankdraft  
(Complete Bankdraft Authorization Form)

**LOCATION INFORMATION**

\_\_\_\_ Single family home \_\_\_\_ Apt \_\_\_\_ Mobile home \_\_\_\_ 1 Story \_\_\_\_ Sq FT \_\_\_\_ 2 Story \_\_\_\_ Sq Ft

\_\_\_\_ Electric Heat \_\_\_\_ Heat Pump \_\_\_\_ Base Board \_\_\_\_ Age of Heat System \_\_\_\_ Electric Water Heater

\_\_\_\_ Window AC \_\_\_\_ Central AC \_\_\_\_ HVAC \_\_\_\_ Age of AC System \_\_\_\_ Generator

The undersigned Applicant (also meaning Joint Applicant if any) hereby applies for membership in, and agrees to purchase firm electric power and energy from Prince George Electric Cooperative (Cooperative) and to be bound by the Cooperative's Terms and Conditions for Providing Service and the following provisions:

1. Applicant will pay a \$5.00 non-refundable membership fee, unless a membership fee exists for another active account of the applicant.
2. A \$30.00 non-refundable activation fee will be paid to process the application for service.
3. The Applicant will be bound by the Cooperative's By-Laws and Terms and Conditions for Providing Service (as approved by the Virginia State Corporation Commission) and such rules and regulations as may be adopted from time to time by the Cooperative.
4. The Applicant authorizes the deduction from the Applicant's equity in the assets of the Cooperative a sum equal to the annual subscription rate as payment for the Applicant's subscription to the *Cooperative Living* magazine or other such publication used for communication with the members of the Cooperative.
5. The Cooperative may require the electric service agreement and account be in the name(s) of the lessor(s) on a valid and current lease on the premises.
6. The Applicant hereby gives the Cooperative consent to inquire of the Applicant's record with any credit reporting agency or other organization for verification of any data supplied by the Applicant; determination of the credit worthiness and risk of collection of any amounts owed by the Applicant; or any other purposes necessary for carrying out this contractual agreement.
7. The Cooperative may require initially or at any time, a security deposit to insure collection of amounts billed for services. The amount of the security deposit required, may be equal to the two highest month bills in a twelve- month period (or as allowed by the Virginia State Corporation Commission). The amount of the security deposit may be adjusted at any time the Cooperative determines the Applicant's payment record or other facts indicate a risk of collection of bills for services delivered.
8. By paying a membership fee and becoming a member of the Cooperative, the Applicant assumes no personal liability or responsibility for any debts or liabilities of the Cooperative.
9. The Applicant will cause his premises to be wired in accordance with wiring specifications of all federal, state, or local authorities having jurisdiction over the wiring of electrical equipment. The Applicant will have the installation properly inspected by local authorities in accordance with local ordinances.
10. When electric energy becomes available, the Applicant will purchase from the Cooperative, all electric energy used on the premises and will pay therefore monthly at the rates and fees established from time to time in accordance with the Cooperative's rate schedules and Terms and Conditions for Providing Service and any duly executed contracts or agreements. The electric service will not be used for standby or backup purposes.
11. The Cooperative shall have the right of access to the Customer's premise at all reasonable times for the purpose of reading meters of the Cooperative, maintaining, testing, removing its property, or for other proper purposes, and the Cooperative shall have the right to discontinue the supply of electricity without notice if such access at any time is denied representatives of the Cooperative.

The acceptance of this application by the Cooperative shall constitute a contractual agreement between the Applicant and the Cooperative for provision of electric service.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Joint Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
Initial By initialing, I/we authorize PGEC to contact me/us for informational purposes or for solicitation of energy related products or services by means of automated dialing notifications.

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**PGEC USE:**

Connection Date \_\_\_/\_\_\_/\_\_\_ Membership Fee \_\_\_\_\_ Activation Fee \_\_\_\_\_

Account # \_\_\_\_\_ Map Location \_\_\_\_\_ Service Order # \_\_\_\_\_

Security Deposit: Total \$ \_\_\_\_\_ Paid \$ \_\_\_\_\_ to Bill \$ \_\_\_\_\_ Credit Reference Attached: \_\_\_\_\_

New Member Packet: Reviewed with Member \_\_\_\_\_ Mailed to Member \_\_\_\_\_

This application for membership and electric service is accepted by Prince George Electric Cooperative (PGEC):

On date \_\_\_/\_\_\_/\_\_\_ by \_\_\_\_\_

PGEC Representative

C:\Billing>CustSvcForms>NewService>MembershipApp Rev 10-2015