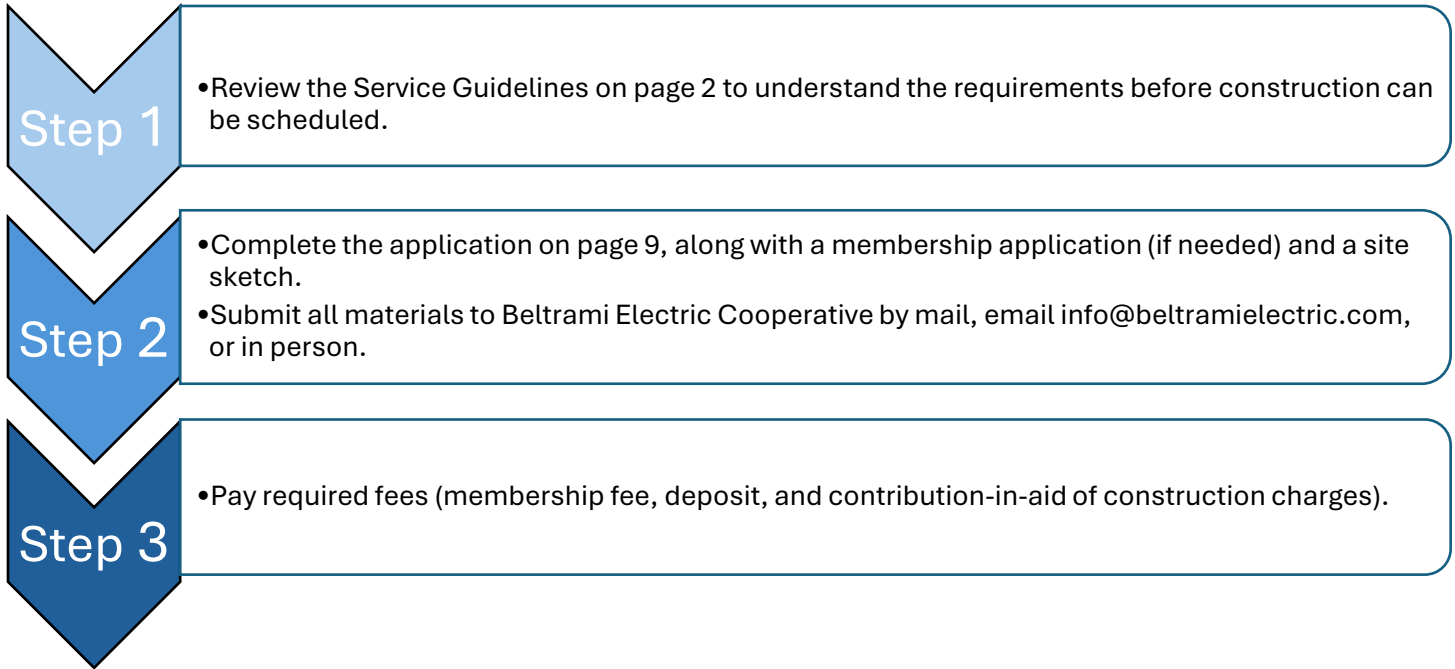


NEW SERVICE/SERVICE IMPROVEMENT APPLICATION

The process for the construction of a new electrical service or a service improvement is outlined below.

- **Note:** Members installing a new electric service should note that each separately metered service includes a monthly Access Charge. Billing begins once the service has been built and will continue for a minimum of 12 months. To avoid an additional Access Charge, a licensed electrical contractor can install a private secondary line from an existing meter to serve another building under a single meter.



CONSTRUCTION CHARGES

Note: Prices are valid for the 2026 construction season only. Costs are subject to change for 2027.

Single-phase service	Three-phase service
• New Service: \$1,050 minimum Contribution-in-Aid (CIA), plus \$10 per foot of wire. • Service Improvement: \$1,050 minimum Contribution-in-Aid (CIA), plus \$10 per foot of wire • Service improvement for installing off-peak: • Receive a \$300 credit towards the CIA • Receive 200 feet of wire • Footage in excess of 200 feet is \$5 per foot NOTE: any charges in addition to the minimum CIA will be determined after staking is complete.	Charges for Contribution-in-Aid (CIA) of construction will be determined after the staking appointment with our technician.

WINTER CONSTRUCTION CHARGES

Winter construction charges apply to any service installed between November 1 and May 1. During this period, an additional fee of \$8 per foot will be assessed, with a minimum charge of \$500. This charge is applied in addition to standard service construction costs.

SERVICE GUIDELINES

Getting Started

- ☐ 1. Complete the new service/service improvement application and sign the terms and conditions on page 10.
- ☐ 2. Complete a membership application.
 - a. New members will also owe a \$50 membership fee.
 - b. Note: a deposit may also be required.
- ☐ 3. Complete and submit the site sketch on page seven before scheduling the staking appointment.
- ☐ 4. Sign a right-of-way easement.
 - a. You will need to provide the most recent recorded copy of your Warranty Deed or Reservation/Tribal land assignment that includes the landowner's name and a legal description of the property. (Tax statements or abstracts will not be accepted)

Next steps

- ☐ 1. Obtain an E911 address.

You must acquire proof of an E911 address from the county or tribal entity in which you live.
- ☐ 2. Create a right-of-way corridor. See page six for requirements.

The right-of-way corridor is typically located along your driveway and requires a 10-foot-wide path on one side. This corridor must be established before your staking appointment can be scheduled. (See page 6)
- ☐ 3. Schedule a staking appointment with BEC – see notes below.

Date: _____ Time: _____

NOTE: Your meter base location needs to be clearly marked **before** scheduling your staking appointment.

NOTE: Beltrami Electric's staking technician will need to know where other utilities are/will be located, such as water lines, cable lines, septic lines, etc. Please have these located/marked.

Before scheduling the construction of your service

- ☐ 1. We recommend using a licensed electrical contractor to install your meter base. If you choose to install it yourself as the homeowner, it must be wired and inspected by the **state electrical inspector** before you schedule the construction of your service. **Note: Your meter base must be wired before contacting the state electrical inspector.**
 - a. See page 3 for meter base requirements.
 - b. See page 4 for MN state electrical inspectors.
- ☐ 2. Pay the contribution-in-aid-of-construction charges.

Note: Contribution-in-aid charges cover a portion of the costs associated with the construction, such as the initial application, recording fee, permitting, staking appointment, etc.
- ☐ 3. Upon completion of these steps, call 218-444-2540 to coordinate your service installation.



**Beltrami Electric
Cooperative Inc.**

® Your Touchstone Energy® Cooperative

Connecting Communities. Powering Life.

New Electrical Service Minimum Requirements

Option 1: Meter Base mounted to structure

Padmounted transformer (Co-op owned)

**Required clearance: 3' minimum
each side and back, 12'
minimum in front (lock side)**
Do not plant, pave, or build
enclosures around padmount
transformers

Meter height
4' Minimum
6' Maximum

Meter
(Co-op owned)

2" schedule 80 PVC pipe
(Member owned)

This is required and must be at
least 18" into the ground

Underground Service Wire (Co-op owned)

Meter base
(Member owned)
Minimum 200-amp
bypass lever required

This must be installed outdoors.
The National Electrical Code (NEC)
110.26 requires 30" wide space and
36" perpendicular to the meter base
be maintained as unobstructed
working space. (i.e., this space should
be kept clear of shrubs, fences,
decks, enclosures, etc.)

NOTICE: The Cooperative will supply the meter and the secondary wire from the transformer to the meter loop in all cases except those requiring a 320-amp service.

Option 2: Stand-alone meter base

Padmounted transformer (Co-op owned)

**Required clearance: 3' minimum
each side and back, 12' minimum
in front (lock side)**
Do not plant, pave, or build
enclosures around padmount
transformers

Meter height
4' Minimum
6' Maximum

Meter
(Co-op owned)

2" schedule 80 PVC pipe
(Member owned)

This is required and must be at least
18" into the ground

Underground Service Wire (Co-op owned)

Meter base post
(Member owned)

Minimum 5" x 6" treated post
If more than one meter base is present, two 4"
x 4" treated posts attached to a piece of 3/4"
minimum treated plywood or treated lumber of
equal or greater strength is required.

Meter base
(Member owned)
Minimum 200-amp
bypass lever required

This must be installed outdoors.
The National Electrical Code (NEC)
110.26 requires 30" wide space and
36" perpendicular to the meter socket
be maintained as unobstructed working
space. (i.e., this space should be kept
clear of shrubs, fences, decks,
enclosures, etc.)

Wire to house panel - Must be wired to
NEC code (Member owned)

NOTICE:

This drawing illustrates BEC requirements only and is not intended to be a comprehensive guide for the installation of an electric service. To insure a safe, quality installation that complies with the National Electrical Code and local requirements, the Cooperative recommends that all work be done by a qualified, licensed electrical contractor.

Ask Us How You Can Save with Off-Peak!

What is the off-peak program?

- The off-peak program helps balance demand for electricity during times when it's at its highest. Members who participate allow Minnkota Power Cooperative, our wholesale provider, to temporarily turn off electric heating, water heating, vehicles chargers, etc. to reduce the strain on the electric system and help avoid the need to purchase high-priced power on the wholesale market. During these "control periods", members will rely on storage heat or a backup fuel source, such as propane, to maintain the comfort in the home.

How does off-peak reduce my electric costs?

- The off-peak program offers a lower electric rate that is about 40-50% below the regular service rate, all for helping your utility lower demand on the system when it's at its highest. For home heating, this makes electricity one of the most stable and cost-effective energy sources available. With the off-peak rate, electricity is very competitive with other heating fuels, such as propane or fuel oil.

Utility Line Locating	Private Line Locating
 Call: 811 or 1-800-252-1166 or submit a request online: gopherstateonecall.org	 218-444-1143
If you are planning to dig, Minnesota State law requires you to notify Gopher State One Call of your intentions at least 48 hours in advance. NOTE: Gopher State One Call does not locate any private lines. (See Cooperative Development)	Cooperative Development provides private locating for water and sewer lines, sprinkler systems, underground power lines, and more. They also do residential and commercial directional drilling services in north central Minnesota.

MN STATE ELECTRICAL INSPECTORS

THESE ARE THE INSPECTORS COVERING THE AREA SERVED BY BELTRAMI ELECTRIC.

m
DEPARTMENT OF
LABOR AND INDUSTRY

Requests for inspections can be accessed online. Scan the QR code.



Inspectors can be reached by phone or email as indicated.

Beltrami & Hubbard Counties	Cass & Hubbard Counties
Wade Koons 218-580-8589 wade.koons@state.mn.us	Tony Kohrs 612-770-1938 tony.kohrs@state.mn.us

Minnesota state law requires an electrical inspection by a state inspector any time you or an electrician does wiring or other electrical work at your home or farm. If an electrical contractor is performing the work for you, they will take care of the electrical inspection requirements.

2026 RESIDENTIAL REBATES

Heating & Cooling Equipment	Rebate
* Storage and dual fuel heating must be connected to BEC's load management program to qualify	
Storage heating (ETS, slab heat, etc.)	\$75/kW
Dual fuel electric heating	\$25/kW
Air-source heat pump (ASHP) Ductless mini-split heat pump * Must meet: ≥ 14.3 SEER2 and HSPF2 ≥ 7.5	\$450/ton
Air-source heat pump (ASHP) Ductless mini-split heat pump * Must meet: ≥ 16.0 SEER2 and HSPF2 ≥ 8.0	\$750/ton
Supplemental heating for ASHP (Steffes furnace or modulating plenum heaters)	\$500/unit
Geothermal heat pump - closed loop Geothermal heat pump - open loop	\$650/ton \$450/ton
Tune-up for central air or air-source heat pump	\$25/unit
Thermostats	Rebate
* Rebates not to exceed 50% of the purchase price	
Programmable thermostat	\$25
Smart thermostat	\$50

Water Heaters	Rebate
* Water Heaters must be connected to BEC's load management program to qualify	
55 gallon or less	\$250
56-99 gallon	\$500
100 gallon or larger	\$800
BONUS REBATE: New building construction	\$100
BONUS REBATE: Convert existing non-electric WH to electric	\$250

Electric Vehicle Chargers	Rebate	
* Chargers must be connected to BEC's load management program	Power Savers	Value of Electricity
Light-duty EV (sedans, SUVs, 3/4-ton and less pickup)	\$50/kW (Max \$500)	\$50/kW (Max \$750)
Medium-duty EV (1,2-ton pickups, vans, buses, etc.)	\$50/kW (Max \$500)	\$50/kW (Max \$1,500)
Heavy-duty EV (2-ton and over vans and trucks)	\$50/kW (Max \$500)	\$50/kW (Max \$2,250)

NOTE: Restrictions may apply. Contact us for more details and information at 218-444-2540.

HEATSMART

A benefit of Co-op Membership

It can be easy to budget for a home mortgage, but it's difficult to predict what it will cost to heat/cool a new home. Let Beltrami Electric help you find a system that will provide comfort and value for years to come.

WE WILL COMPARE THESE AND MORE!

Geothermal
 Heat pumps
 Off-peak electric
 Propane
 Natural gas
 Electric thermal storage

Bring in your detailed building plans/blueprints ☒

Our technicians will complete a comprehensive heat loss calculation at no charge. ☒

Receive a report that includes: estimated annual heating cost comparisons for a variety of heating systems. ☒

Right-of-Way Corridor Requirements

Understanding the Right-of-Way Corridor - Before new underground electric service can be installed, a right-of-way corridor must be prepared. This is the designated path where crews will trench and place the underground cable that connects your home or building to the electric system.

In most cases, the corridor follows along your driveway because it provides the most direct and accessible route for underground service installation. Members may use either the right or left side. The final path is selected based on safety, access, and long-term reliability.

To prepare the corridor:

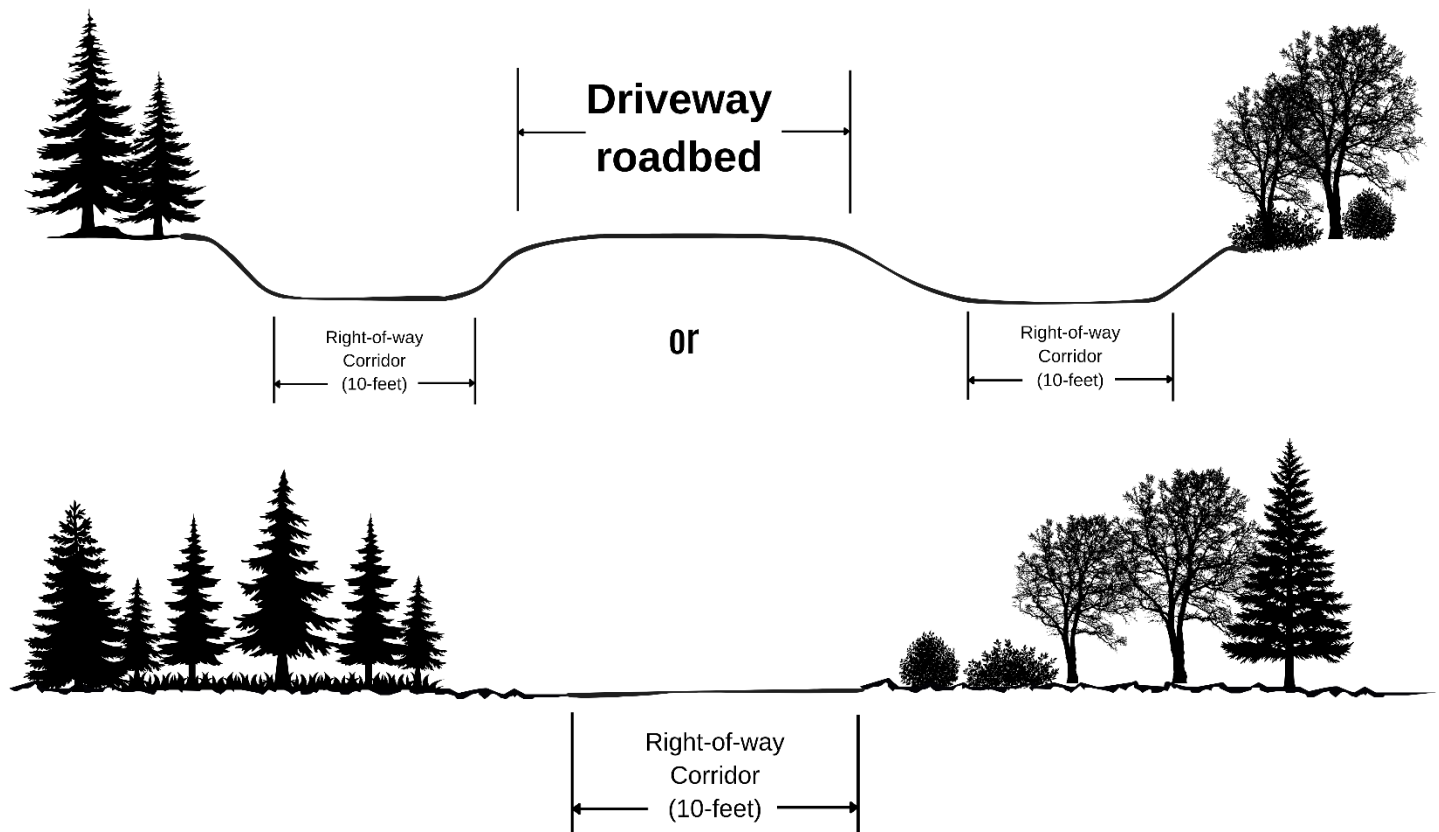
- A minimum of **10 feet of clearance** is required.
- The area must be free of **trees, brush, shrubs, stumps, and other obstructions**.
- Roots and debris that could interfere with trenching equipment must be removed.

This clear path allows crews to operate trenching equipment safely and prevents damage to both machinery and underground cable. Vegetation left too close to the line can also create long-term maintenance challenges.

Grading and Preparation Matter - Before the utility installs new electric service, any excavation or embankment along the driveway should be brought close to the final grade. Completing driveway shaping and major earthwork ahead of time prevents costly rework and helps ensure the electric service remains protected for years to come.

If there are questions about the best location for a right-of-way corridor or how to prepare the site, members are encouraged to contact the cooperative early in the construction process. Planning ahead makes the connection process smoother and helps bring safe, dependable power to your new home or building efficiently.

Examples of Right-of-Way corridors:



Site Sketch (Must be completed and submitted before scheduling a staking appointment)

Member/Business Name: _____ Account#: _____

It is the owner’s responsibility to locate and expose their **private** lines before construction takes place. Any water lines buried deeper than 48 inches do not have to be exposed. The cooperative is not responsible for damages to **private** lines such as cable TV, satellite, private electrical, water, well, sewer, telephone, gas, lift station pump lines, underground dog fences or sprinkler system lines.

Show the following in your site sketch			
☐	Building site	☐	Gas lines
☐	Proposed/current meter location	☐	Well
☐	Septic system, lift station pump lines	☐	Telephone lines
☐	Water lines	☐	Underground fencing for pets
☐	Cable or satellite TV lines	☐	Driveway (with 10’ corridor on either side)
☐	Private electrical lines	☐	Sprinkler system lines

North

West

East

South

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New Service/Service Improvement Application

Member or Business Information

Member #: _____

Name:				Date of birth	
	First	Middle	Last		
Mailing address:				SS# or FID#:	
	Street address			Apt/Unit #	
	City	State	Zip Code		
Service address: (If different from mailing address)				Email:	
	Street address			City, State, Zip	
Have you been or are you currently a member of Beltrami Electric				Yes ☐	No ☐
If yes, please list which account number you would like this billed to:				Account#:	
				Home phone:	
				Cell phone:	
				Preferred method of contact for this service:	
				Phone ☐	Email ☐

Joint Member Information (if applicable)

Name:				Date of birth	
Mailing address:	First	Middle	Last		
				SS# or FID#:	
	Street address			Apt/Unit #	
				Email:	
	City			State	Zip Code
			Home phone:		
			Cell phone:		

Service Construction Information

Type of service requested:	New Service ☐ Service Improvement ☐				
Type of structure:	Home ☐ Mobile home ☐ Cabin ☐ RV Site ☐ Other ☐				
Type of heating/cooling system? (Select all that apply) ____ kW of heating system (if known)	Electric ☐	Off-peak ☐	Propane/ Natural Gas ☐	Fuel oil ☐	Wood ☐
NOTE: The following will affect the size and cost of the required electric service.				Yes ☐	No ☐
1. Will you be installing a tankless on-demand electric water heater?				Yes ☐	No ☐
2. Will you be installing an electric vehicle charger now or in the future?				Yes ☐	No ☐

Contractor Information

Name of contractor:	Contractor's phone:	Email:
Name of electrician:	Electrician's phone:	Email:

Construction Terms and Conditions

- I understand that services are considered energized at the time of construction, and billing for the monthly access charge will begin once a new service has been built and will continue for a minimum of 12 months. *(The access charge will be billed according to the current rate structure regardless of any energy used.)*
- I understand that if I am installing a second metered location, I will pay an access charge for both services, and the access charge for the new location will be billed as soon as the service has been built.
- I understand that as the owner, it is my responsibility to locate and expose any private lines before construction takes place. I will leave all markers intact and will not move. I will expose any water lines buried less than 48 inches.
- I understand that the cooperative is not responsible for damage to private lines, such as cable TV, satellite, private electrical, water, well, sewer, telephone, gas, lift station pump, underground fencing, or sprinkler systems.
- I understand that it is my responsibility to obtain and clear the right-of-way corridor for this project. **(See page 6)**
- I will pay for the cost of all permits and grant any easements required for this electric service and will help obtain any permits or easements necessary to construct the line.
- I understand that this type of work will be done as construction crews are available, and that emergencies, such as outages, required maintenance, and other necessary line construction, will have priority over construction of services.
- I understand that all quotes for contribution-in-aid-of-construction charges are only valid for the current construction season ending Dec. 31, and do not include any membership fee or deposits that may be due.
- I understand that winter construction charges will apply for any service constructed between Nov. 1 and May 1 of each year. This will be in addition to the standard service charges.
- I understand that if my service cannot be energized at the time of construction, a meter reconnect fee will apply at the current reconnect rate. Any work in addition to energizing the service that cannot be completed will be considered a service improvement or new relocation of facilities and is subject to the current rates.
- I understand that if this service is disconnected before one continuous year of service, I will be billed the current access charge for the remaining months of that year via a lump sum on my final bill.
- I understand that Beltrami Electric is not responsible for the restoration of property on a new construction site or for requested service improvement projects.

Applicant Signature

By signing below, I understand and agree to all the above terms and conditions.

Print Name:			
Member signature:		Date:	
Print Name:			
Joint member signature:		Date:	