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### Electric Service Application – Existing Commercial

Fill out this form completely. Incomplete forms will not be processed.

Service Address: \_\_\_\_\_ Unit/Suite: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Business Name (as shown on your tax return): \_\_\_\_\_

DBA: \_\_\_\_\_ Type of Business: \_\_\_\_\_

Taxpayer ID Number: \_\_\_\_\_ (Complete W-9 form and attach)

Primary Phone: \_\_\_\_\_ Secondary Phone: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Billing Address: \_\_\_\_\_ Unit/Suite: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Accounts payable contact person: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Is your business exempt from Sales Tax on electricity purchases?  Yes  No

If yes, complete and return attached ST3 Form, indicating your percentage exemption

Do you rent or own the property?  Rent  Own

If you own the property, do you want to be set-up as the default landlord?  Yes  No

If you rent the property, provide name of landlord/owner: \_\_\_\_\_ Phone: \_\_\_\_\_

Date electric service is to begin: \_\_\_\_\_ Start Lease/Closing Date: \_\_\_\_\_

Property needs power restored at the service address. Please indicate date to restore service: \_\_\_\_\_

NOTE: Connexus Energy needs to be notified at least two business days prior to restoration date.

I understand there is a \$30 reconnect fee during normal working hours. After hours fee is \$70.

I am authorized to request service at the address above. I have read and agree to the General Rules and Conditions of Service\* and I understand there will be a \$22 service-processing charge for all new service addresses.

I also understand a deposit is required for this account. Deposits, as calculated by the company, shall not exceed an average two months bill and must be paid upon receipt of the service application confirmation letter. See section V, 1.6, Deposits and Guarantees of the General Rules and Conditions of Service.

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

\*A complete copy of the General Rules and Conditions of service is available by request at 763.323.2650, or online at connexusenergy.com.

**Fax completed application, W-9 Form, and ST3 Form (if applicable) to: 763.323.2603**

***This application must be completed and returned within 5 business days to avoid disconnection of electric service.***

For Internal Use Only  
Assigned Business Account Rep:

**Connexus® Energy**  
**Section V - General Rules and Conditions of Service**

**1.6 DEPOSIT AND GUARANTEES.**

- A. General: The Company will require a deposit as a condition of service for Commercial or Business customers. A deposit will not be required for Residential customers who have established good credit.
- B. New Service: The Company will require a deposit for any Commercial or Business applicant requesting service. A deposit may be required for Residential new services if the applicant has an unsatisfactory credit or service standing due to (a) an outstanding prior account with the Company at the time of request that is not disputed; or (b) a previous disconnection for any permissible reason which is not in dispute; (c) the credit history for the applicant demonstrated that payment cannot be assured. In determining credit history, the provisions of Minnesota Rules 7820.4700 will apply and the Company will only use credit reports reflecting the purchase of utility services unless the applicant consents in writing to the use of additional credit reports. Any credit history used shall be mailed to the applicant. A refusal to permit use of a credit rating or credit services other than that of a utility will not affect the determination of the Company as to the applicant's credit history.
- C. Existing Service: The Company will require a deposit for an existing Commercial or Business customer and may require a deposit from an existing Residential customer with an unsatisfactory credit or service standing due to: (a) a previous disconnection or liability for disconnect for nonpayment of a bill which is not in dispute; or (b) a previous disconnection for any permissible reason that is not in dispute.
- D. Deposit Amount: If a deposit is required on Residential accounts, the amount of the deposit shall not exceed an average two months' gross bill or existing two months' bill, as determined by the Company. Commercial or Business accounts will be assessed a two month average bill as calculated by the Company.
- E. Notice: Whenever a Residential deposit is required, the Company will provide the customer an explanation in writing why a deposit is required and under what conditions, if any, the deposit will be diminished.
- F. Interest on Deposits and Refunds: On such customer deposits, the Company will pay interest. The rate of interest will be set annually and will be equal to the weekly average yield of one-year United States Treasury securities adjusted for constant maturity for the last full week in November. The Interest rate will be rounded to the nearest tenth of one percent. By December 15 of each year, the Commissioner of Commerce will announce the rate of interest that must be paid on deposits held during all or part of the subsequent year. The Company will refund by direct payment, or as a credit on the customer's bill, a customer's deposit after 12 consecutive months of no late payments. Upon notice by a customer to discontinue service, the customer's deposit less any amounts due by the customer to the Company for electric service, will be returned to that customer within 45 days of the date of discontinuance of service.
- G. Additional Requirements: If a customer's credit standing becomes unsatisfactory after a deposit has been refunded or if the deposit is inadequate to cover two months' bill, a new or additional deposit may be required upon reasonable written notice by the Company. Deposits will not be considered as advance payments on account. Service to a customer who fails to comply with these requirements may be discontinued upon reasonable written notice.
- H. Disconnection: The service of any customer who fails to comply with these requirements may be disconnected upon notice as prescribed in Minnesota Rule part 7820.2400 and in this section. In case of discontinuance of service for nonpayment, the Company will not restore service until all arrears are paid in full and a cash deposit as required above is made, or until other satisfactory arrangement is made.

**Signature:** \_\_\_\_\_ **Date** \_\_\_\_\_