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### Electric Service Request

Property Owner/Realtor/Property Management/Foreclosure

Service Address: \_\_\_\_\_ Apt/Unit#: \_\_\_\_\_

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

If multi-unit building, please provide meter serial #: \_\_\_\_\_

**BEGIN SERVICE** Effective Date: \_\_\_\_\_

Billing Name: \_\_\_\_\_ Federal Tax ID: \_\_\_\_\_

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

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

Telephone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Contact email address: \_\_\_\_\_

*(Please provide to ensure confirmation is sent)*

**I am the Property Owner**

Do you want to be set-up as the default landlord?  Yes  No

**I am the Realtor**

**I am the Property Manager**

Do you want to be set-up as the default landlord?  Yes  No

**This is a foreclosed property**

The foreclosing bank has hired me to manage the property. Please begin service in my name.

Bank Name: \_\_\_\_\_

Bank Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

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

**END SERVICE** Effective Date: \_\_\_\_\_

Contact email address: \_\_\_\_\_

*(Please provide to ensure confirmation is sent)*

I am no longer the Property Manager/Realtor

The property has been sold. Closing date is/was \_\_\_\_\_

New Owner Name: \_\_\_\_\_ Phone: \_\_\_\_\_

**NOTE: New party is responsible for calling Connexus Energy for new service.**

**OTHER**

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 \$25 reconnect fee.

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

Fax completed application and W-9 Form to: 763.323.2603

\*Could be subject to deposit.

**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** \_\_\_\_\_