



**APPLICATION FOR UTILITY SERVICE
COMMERCIAL / NON-RESIDENTIAL**

GRAND RAPIDS PUBLIC UTILITIES COMMISSION
500 SE 4th Street
Grand Rapids, MN 55744

Phone: (218) 326-7024
Fax: (218) 326-7499
Email: info@grpuc.org
Website: www.grpuc.org

Application Date:		Service Start Date: (Date of Closing; Move In Date)	
Application For: <input type="checkbox"/> Existing Service <input type="checkbox"/> New Construction <input type="checkbox"/> Service Upgrade <input type="checkbox"/> Other			
Check One: <input type="checkbox"/> Purchasing <input type="checkbox"/> Renting	Check One: <input type="checkbox"/> Commercial Usage <input type="checkbox"/> Residential Usage	Is your primary heat source electric heat? Yes No	
Legal Name of Business:			
Service Address: (Include Suite #)			
Billing Address: (If Different From Service Address)			
Business Phone:		Cell Phone:	
Name of Individual(s) Completing Application:			
Title(s):			
Email Address:			
Check One: <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> LLC <input type="checkbox"/> Other			
Complete name, title, driver's license number, and phone number of majority owner(s) or principal partner(s):			
Have you previously been a customer of GRPUC? <input type="checkbox"/> No <input type="checkbox"/> Yes			
If yes, What Address?			
Name of Local Contact Person(s):			
Phone Number(s):			
Email Address:			
Landlord Information (If Renting):			
Name:			
Address:			
Phone Number:			

The undersigned hereby makes application to the Grand Rapids Public Utilities Commission (GRPUC) for supply of utility services to the service address set forth in this application and agrees to use and pay for said services in accordance with the rules and regulations of GRPUC, which can be found on page 3 of this application and at www.grpuc.org which are incorporated into this application as though set forth herein. I hereby certify the information given on this application is true and correct. I further agree to promptly notify GRPUC when service is to be discontinued and to permit authorized GRPUC employees or their agents to enter my premises at all reasonable times for the purpose of reading meters, examining all utility infrastructure leading therefrom, and making necessary repairs or replacements of utility infrastructure. The signed application must be returned to GRPUC, either online or to GRPUC's office to create an account for the applicant(s), within seven days of connection, or services may be subject to disconnection.

_____ Signature	_____ Title	_____ Email Address
_____ Signature	_____ Title	_____ Email Address

I accept the terms and conditions set forth in this Application and agree to sign this Application electronically: I Accept

Electronic Signature Agreement

Please select the “I Accept” button to complete your electronic signature. By clicking the “I Accept” button, you are signing this Application electronically. You agree that your electronic signature is the legal equivalent of your manual signature on this Application. By selecting the “I Accept” you consent to be legally bound by this Application.

Signature

Typing your name below verifies the above signature is yours and is accurate.

Typed Name of Applicant: _____

Date of Signature: _____

APPLICATION FOR SERVICE:

All customers applying for utility services must complete and sign an application for utility service. The information requested is necessary to supply utility services, provide billing, send notices, and notify customers in case of an emergency. Once an account is opened, the account holder is responsible and will be billed for all utility bills incurred at the location until GRPUC is notified by the customer that services are no longer required.

DEPOSIT:

Commercial customers will be required to make a deposit equal to twice the average monthly GRPUC service billing (or estimate, if not known). The deposit shall be in the form of cash, check, or money order. Deposits not received by the tenth business day after service begins will result in termination of service(s). The deposit, plus interest, will be applied to the account after the customer has made 12 consecutive on-time payments. The deposit may be waived for sole owners or legal entities with an established good credit history, with a deposit on file and opening a new commercial account under the established ownership or entity, or if an irrevocable letter of credit is provided for a 12-month time period.

METER READING & BILLING:

GRPUC bills utility services based on meter readings at GRPUC approved rates. Account bills are mailed monthly. Paperless billing is a recommended option. Payments are due on or before the due date stated on the bill. Customers with questions about their bill may call the GRPUC office at 218-326-7024 or visit our website at www.grpuc.org for more information.

PAYMENT OF UTILITY BILLS:

Payments may be mailed to the GRPUC Service Center at 500 SE 4th Street, Grand Rapids, MN 55744 or made in person at the Public Works/Public Utilities Service Center. Customers may also choose to make monthly manual online payments or setup autopay from their bank account/debit card/credit card by signing up on GRPUC's website at www.grpuc.org. Payments by electronic check/debit card/credit card may also be made by calling 1-855-456-5158. A payment drop box is located on the north side of the building.

DELINQUENT ACCOUNTS:

Bills not paid in full by the due date are delinquent and the statement balance shall be subject to a late payment charge of 5% or a minimum charge of \$5.00. GRPUC will notify the customer by letter of the delinquency and the policies related to disconnection of services for non-payment. Accounts not paid by the due date shown on the late notice are subject to disconnection of services. Any previous unpaid GRPUC utility bills will be transferred to a customer's new account. Customers who require assistance with their bill or would like to setup a Special Payment Arrangement (SPA) should call the GRPUC office.

DISCONNECTION & RECONNECTION OF SERVICES:

If a customer is disconnected for non-payment, the amount shown on the late notice must be paid in full, along with any additional reconnection charges, before service will be reconnected.

ACCESS TO PREMISES:

The utility will have the right to access the customer's premises at reasonable times for the purpose of installing, reading, inspecting, repairing, or removing any meters, devices, or other equipment.

GRPUC will strive to provide continuous service but does not guarantee an uninterrupted supply of utility service. GRPUC will not be responsible for any loss or damage resulting from the interruption or disturbance of service. GRPUC will not be liable for any loss of profits or other consequential damages resulting from the use of services or any interruption or disturbance of services. GRPUC shall have the right to suspend the supply of utilities for purposes of making repairs, betterments, or extensions, or when necessitated by acts or regulations beyond its control.

CUSTOMER SERVICE:

GRPUC office hours are 8:30 AM to 4:30 PM Monday through Friday. For emergency service, billing information, moving, or new construction services, call 218-326-7024.

DATA PRIVACY ADVISORY

In accordance with the Minnesota Government Data Practices Act, Grand Rapids Public Utilities Commission (GRPUC) is required to inform you that the personal information we collect about you is private and not available to the public. We ask this information for the following reasons:

- To distinguish you from all other applicants for service and to identify you in our account files;
- To enable us to verify that you are the individual making application for receipt of services;
- To enable us to contact you if additional information is required, to send you appropriate notices, and/or to schedule service or maintenance calls.
- To enable us to collect monies due and owing from you to GRPUC for services and equipment provided. Refusal to supply the requested information may result in your application for services being denied. The information you provide to us will not only be used within GRPUC, but may also be provided to credit or collection agencies or to assist in collecting on your account for services should it become delinquent. The collected information may also be provided to law enforcement personnel if requested by them. In accordance with MN Statutes Sections 13.03 and 13.04, I acknowledge by signing this application form that I have been informed of and understand my rights under the MN Government Data Practices Act and hereby consent to the release of the above information for those purposes as stated herein. I hereby certify the information given on this application is true and correct. I authorize GRPUC to verify this information and retain the application whether or not it is approved. I agree that if any of the information is false or altered, GRPUC has the right to disconnect my utility service without any further notice.