



Your Touchstone Energy® Cooperative 

Upgrade Service Agreement

Office Use Only
Account # _____
WO# _____

Incomplete forms may not be accepted and will not be processed until complete.

Account Information

*Member Name: _____ Meter # _____

*Primary Phone: _____ *Is the primary phone a mobile phone?: Yes No

Secondary Phone: _____ Is the secondary a mobile phone?: Yes No

Please note that by providing your cell phone number, you are giving the cooperative permission to text you about important, account-related information (outages, balance due, etc.) and in emergency situations.

Email: _____

Preferred method of communication: Phone Email Text

Service Location

*Location inside city limits? Yes No *County: _____ Gate Code: _____

If located in Dimmit, Kinney, LaSalle, Starr, Webb or Zavala counties: Your county requires that a Certificate of Compliance must be on file before your application can be processed. You can attain your Certificate by contacting the appropriate county planning department.

Electricity will be predominantly used for: (Choose One)

Residential – Designate Type: Primary Residence Occupied Full Time Weekend Home

Other Residential Use - Describe: _____
Example: Residential water well, personal shed, personal hunting cabin, gate, etc.

Farm or Ranch Business – Designate Type: Irrigation - HP: _____ Pivot – HP: _____

Stock Water Well - HP: _____

Farm Building – Use: _____

Other Farm Use: _____

Commercial or Industrial – Electricity will be used for: _____

Example: Office, pump jack, manufacturing plant, etc.

Other: _____

Example: Church, school, cemetery, etc.

Construction Details - Describe construction project:

New Construction Information

Metering requirements vary based on type of service. You should provide a suitable and easily accessible location including: (1) sufficient and proper space for installation of meters and other apparatus of the Cooperative, (2) meter loop, (3) safety service switches when required and (4) an adequate anchor for service drops. We recommend you use a licensed electrician for the installation of the meter loop.

Wiring specifications may be found at MedinaEC.org/NewService.

*Indicates required fields

*Main Disconnect (Amps) New: _____

Main Disconnect (Amps) Existing: _____

If location will be primary metered, enter PME.

New Meter Location: Meter Pole
 Main Residence or Building

Do you want information on purchasing a meter loop from Medina EC? (200 amp only) Yes No

For your convenience, Medina EC sells 200 amp meter loops for \$760-850 plus applicable taxes. If you would like to purchase your meter loop from the cooperative, please indicate it here or discuss it with the staker during the site visit. *Pricing is determined by the size of meter pole and is subject to change without notice.*

Service Voltage and Main Disconnect Size - NEW

Primary _____ Overhead _____ Underground

Secondary _____ Overhead _____ Underground

Secondary Voltage: _____ 120/240 1 Phase 3 Wire

_____ 240/480 1 Phase 3 Wire

_____ 120/208 3 Phase 4 Wire Wye

_____ 277/480 3 Phase 4 Wire Wye

Note: 120/208 3 Phase 4 Wire Wye - Service is limited to 100kVA transformer on the pole. 277/480 3 Phase 4 Wire Wye - Service is limited to three (3) 100kVA transformers on the pole.

Electrician Information

*Electrician/Engineer Name: _____ License Number: _____

Phone Number: _____ Email Address: _____

Member Signature

Date

For Accounts In Company Names Only:

Commercial / Corporate Signature Authority

Date

Printed Name of Commercial / Corporate Signature Authority

Commercial / Corporate Title: _____

If Commercial / Corporate signature is other than President, Vice President, Partner or Owner, proof of signature authority may be required.