GARKANE'S GUIDE TO APPLYING FOR AN ELECTRICAL SERVICE TO A NEW FACILITY OR RESIDENCE

Review of Project Workflow & Timeline

The eight items listed below are the tasks required for the construction of all new facility electrical connections. A Members failure to properly complete any portion of the tasks indicated will delay the completion of a project. Larger projects or projects requiring easements, government permits, or special purchasing will require additional time by Garkane to complete. For specific information on all portions of the process please refer to Garkane's New Construction Handbook.

1. Submit a completed application packet and pay the nonrefundable application fee to Garkane's Field Services Representative. Application fee amounts are listed on the Garkane website.
2. Receive a written project cost estimate from Garkane's System Designer. (Approximately 30 days from receipt)
3. Pay project construction fees by calling 435-414-9610, or mailing a check, see address below.
4. Member will complete preconstruction tasks as required, which could include:
    a. Permitting
    b. Easements
    c. Clears and grades powerline right of way when applicable
    d. Provide permanent final grade and property corner pins
    e. Electrician builds meter base/service connection
    f. Member receives a passing inspection of meter base from Building Department
5. Garkane will complete:
    a. Special Materials Procurement
    b. Project field staking/surveying (7 days from receipt of estimate payment pending site readiness at which contractor will contact System Designer)

At the completion of tasks 1-5, Garkane's project management is taken up by our operations department. At this point members will schedule and work with Garkane's Operation personnel to complete the project.

6. Member will contact Garkane Area Manager to confirm project readiness.
7. Member digs trench and installs conduit if an underground service and contacts Area Manager to schedule trench and conduit inspection.
8. Garkane's Area Manager inspects the project, dispatches a crew to build and energizes the service. (Up to 14 days after completion of task 7 and pending material availability).

When to Submit An Application

When planning the construction of a project the Member should complete Garkane's New Construction Application and review a cost estimate from Garkane prior to starting a project. The cost of building a new electrical service is significant, one should expect that the cost of running power will affect a project's budget and feasibility to some degree. Projects should never be started without first obtaining an estimate from Garkane's Planning Department. Consumers should plan on it taking approximately 30 business days from Garkane's receipt of completed application packet for us to provide a written cost estimate. **Work by Garkane on project engineering and cost estimates will proceed only when all application documents and application fees are received.**

Documents Required for A Compete Application

The application documents required vary somewhat depending on the type of facility to be serviced. The following table shows the requirements for the most common types of projects Garkane is asked to serve.

Type of Project	New Construction/Upgrade Service Application	Site Plan showing location of permanent power.	Residential Load Calculations Worksheet for Services Larger Than 400 amp[3]	Load Calculations [3]	Subdivision Plat Map (All Phases) [3]	Facility Plat Map w/ Meter Locations	Metering Drawings [3]	Equipment Specs [3, 4]
Residence	X	X	X					
Subdivision	X				X			X
Camping/RV/Cabin	X			X		X		
Small Commercial[1]	X	X		X				
Large Commercial [2]	X	X		X			X	X
Irrigation Less than 5 HP	X	X		X				X
Irrigation 5 HP or Greater	X	X		X			X	X

[1] Less the 320 Amps, and single phase

[2] 400 Amps Continuous, or 3-phase

[3] Utah State Code - 58-22-305, states the exemption from licensure for a person preparing a plan and specification for a one or two-family residence not exceeding two stories in height, licensure requirements apply to other projects

[4] Equipment Specifications (See Page 10 GNCH)

Where To Obtain Application Documents

Application documents are available on Garkane's website at www.garkaneenergy.com under the construction service tab.

Submitting Application Documents

Applications should be submitted by email (pdf format), fax, mail, or in person to Garkane's Field Services Representative (FRS), Alivia Swapp who may be reached by email at fsr@garkane.com, by phone at (435) 414-9610 or by mail at 1802 South HWY 89A, Kanab, UT 84741.

Application Fee

To help cover the cost of processing applications, Garkane requires a non-refundable application fee be paid as part of the application package.

Project Site Visits

A project site visit with a Garkane System Designer to go over project specifics may be scheduled by request only once an application packet with required documents are submitted and the engineering deposit has been paid.

Cost Estimates

Cost estimates are valid for 30 days, beyond 30 days, the estimate will need to be updated. If the job is not paid for and progressing after 6 months from the date of the original estimate, Garkane reserves the right to cancel/close out the job and any unused funds will be refunded.

Extra Trip Fee

Garkane reserves the right to assess a flat charge to any member causing a construction delay for Garkane's construction crew. A construction delay is any trip to the job site made by a construction crew where the scheduled work could not be completed because conditions at the site were different than what was represented by the applicant when the appointment was scheduled. Minimum extra trip fee $200.