



# COMMERCIAL BUSINESS COVER LETTER

Dear Applicant:

Thank you for contacting Inland Power and Light and inquiring about a new or upgraded commercial business service. We have provided the following checklist to assist you in providing the correct documentation required to process your application. Additional information can be found in Inland Power's Electric Service Handbook at [www.inlandpower.com](http://www.inlandpower.com).

- ☐ 1. **\$500.00 Non-refundable Engineering Fee**  
We accept cash, check or money order.
- ☐ 2. **Completed Commercial Business Application**  
Enclosed in packet.
- ☐ 3. **Copy of one of the following legal descriptions:**
  - Recorded Warranty Deed
  - Schedule A of Final Title Insurance Policy
  - Quit Claim DeedPlease attach to the enclosed easement; this will be used as Exhibit A.
- ☐ 4. **Notarized Easement**  
Corporate Easement for Washington enclosed in packet. Additional easements are available at [www.inlandpower.com](http://www.inlandpower.com) or call (509) 252-4564. All legal property owners must sign this document **exactly as it appears on the property deed**. IPL has a Notary available. Any third party easements are the responsibility of the applicant to obtain and submit to Inland Power and Light. Inland Power will assist in the process of providing a blank easement for signature; however it is the applicant's responsibility to work with land owners. All easements will be recorded by Inland Power and Light.
- ☐ 5. **Plat of Project**
  - ☐ Electronic (Auto-CAD format required, email to [craign@inlandpower.com](mailto:craign@inlandpower.com)) - IF APPLICABLE

Physical Address:  
10110 W Hallett Rd.  
Spokane, WA 99224

Mailing Address:  
PO Box A  
Spokane, WA 99219

Email:  
[newservice@inlandpower.com](mailto:newservice@inlandpower.com)

Design Dept. Phone:  
(509) 252-4564  
FAX (509) 789-4229



# COMMERCIAL BUSINESS APPLICATION

**APPLICATION FEE:**  
**\$500.00**

Please submit with this form an **Electronic CAD file** of your preliminary plat. CAD file can be emailed to [craign@inlandpower.com](mailto:craign@inlandpower.com)

## Member Information \* ALL FIELDS ARE REQUIRED

\* **Applicant/Owner Name:** \_\_\_\_\_ **Joint Name:** \_\_\_\_\_

\* **Development Name (if applicable)** \_\_\_\_\_

\* **Mailing Address:** \_\_\_\_\_

\* **Phone Numbers** Work \_\_\_\_\_ Cell \_\_\_\_\_ \* **Email:** \_\_\_\_\_

\* **Contractor:** \_\_\_\_\_ \* **Contractor Phone#:** \_\_\_\_\_

Excavator's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Engineering Co.: \_\_\_\_\_ Phone: \_\_\_\_\_

## Site Information

\* **Site Address:** \_\_\_\_\_ \* **City/State/Zip:** \_\_\_\_\_ \* **County:** \_\_\_\_\_

\* **Nearest Intersection:** \_\_\_\_\_ \* **Parcel:** \_\_\_\_\_

\* **IPL Pole Number (3" metal numbers/letters):** \_\_\_\_\_

\* **# of parcels/lots:** \_\_\_\_\_ \* **Size of parcels:** \_\_\_\_\_ (acres) \* **Approximate square feet of home:** \_\_\_\_\_

## Service Requested

☐ Overhead ☐ Underground ☐ Single Phase ☐ 3 Phase Electrical Service Entrance Site: \_\_\_\_\_ AMP  
☐ Multi meter install ☐ Existing service upgrade ☐ Line extension in excess of one mile

### Notice to Developer

- A pre-design meeting may be required on all developments.
- Inland Power requires a minimum of eight weeks to process a design and complete an invoice after CAD drawing of final plat is received in our office. (Revisions made to original design will incur additional fees.)
- Quoted fees are good for ninety (90) days unless the initial design of the job changes.
- Line extension fees and required easements will be received by Inland Power before installation of facilities can be scheduled. Allow plenty of notice for scheduling as Inland may need to order material for your specific job, which can take several weeks to arrive.
- A pre-construction meeting with a developer, excavator and Inland Power is required before electric facilities are installed.
- \* \_\_\_\_\_ (initial) I have reviewed and signed the attached excavation requirements and final grade certification.

I have read the above information and wish to request that Inland Power proceed to design and invoice me for the installation of electric facilities on the above referenced property.

\_\_\_\_\_  
**Developer**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Authorized Representative**

\_\_\_\_\_  
**Date**

For office use only

WO# \_\_\_\_\_ IPL# \_\_\_\_\_ TWP \_\_\_\_\_ WHS \_\_\_\_\_ RGE \_\_\_\_\_ SEC \_\_\_\_\_

District \_\_\_\_\_ County \_\_\_\_\_ Deposit Paid: \_\_\_\_\_

Engineer: \_\_\_\_\_ Appointment Date: \_\_\_\_\_

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# COMMERCIAL BUSINESS APPLICATION

## Electric Service Information Required

Forward to: \_\_\_\_\_  
Field Engineer

Service Address/Street Number: \_\_\_\_\_

|                     | Name | Name of contact | Phone |
|---------------------|------|-----------------|-------|
| Owner               |      |                 |       |
| General Contractor  |      |                 |       |
| Electric Contractor |      |                 |       |
| Consultant          |      |                 |       |
| Customer            |      |                 |       |

Type of business: \_\_\_\_\_

Comments: \_\_\_\_\_

LOAD DETAILS (If more than one building, please designate as A, B, C, etc.)

Connected Electric Heating Load ----- kW  
Connected Lighting Load ----- kW  
Connected Motor Load ----- kW  
Connected Other Load (specify) ----- kW  
**Total Connected Load** ----- kW

Initial Building Demand ----- kW  
Future Building Demand ----- kW  
**Total Motor Demand Load** ----- kW

Largest Electric Motor ----- HP  
Main Switch Size ----- amp  
Secondary Voltage Desired ----- volt  
----- phase (1 or 3)  
----- wires (3 or 4)

Operating hours per day: \_\_\_\_\_

# of electric meters required: \_\_\_\_\_ Building square footage: \_\_\_\_\_ Building is heated by: ☐ Electric

☐ Gas

☐ Other \_\_\_\_\_

Two copies of the following plans are required:

- Site plan showing electric room and profile to street and/or lane.
- Electrical drawings including single line diagram, metering room and equipment details.
- Civil drawings showing water, sanitary and storm sewers.
- Excavation drawings.
- One copy of legal plan.

Submitted by: \_\_\_\_\_

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

Phone #: \_\_\_\_\_

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# COMMERCIAL BUSINESS APPLICATION

## Commercial Membership Agreement

The undersigned hereby applies for membership in Inland Power & Light Company and in consideration of being accepted as a member, agrees to comply with the cooperative's articles of incorporation, bylaws, rules, regulations and policies adopted by the board of trustees, and other laws or legally binding agreements regarding the cooperative, as they now exist or as hereafter amended.

Thank you!

### Credit Information

\* ALL FIELDS ARE REQUIRED

\* **Company Name:** \_\_\_\_\_

\* **Phone Number:** \_\_\_\_\_

\* **Company Phone Number:** \_\_\_\_\_

\* **Email:** \_\_\_\_\_

### Persons to contact regarding this account

\* **Local Representative:** \_\_\_\_\_

\* **Phone Number:** \_\_\_\_\_

\* **Accounts Payable Contact:** \_\_\_\_\_

\* **Phone Number:** \_\_\_\_\_

\* **Business Designation:** ☐ Proprietorship ☐ Partnership ☐ Corporation ☐ LLC

**Tax ID #:** \_\_\_\_\_

\* **Date business was established:** \_\_\_\_\_

\* **Type of business or service provided:** \_\_\_\_\_

\* **Inland Power membership #:** \_\_\_\_\_

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Authorized Signature**

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**PLEASE RETURN TO:**  
Inland Power & Light Co.  
PO Box A  
Spokane WA 99219

**FOR COUNTY RECORDING USE ONLY.**

**PLEASE DO NOT WRITE IN ABOVE SPACE.**

Page 1 of 2

IPL Work Order # \_\_\_\_\_

## **RIGHT-OF-WAY EASEMENT**

KNOW ALL MEN BY THESE PRESENTS, that the undersigned (hereinafter called "Grantor")

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Name of Authorized Representative

for mutual offsetting benefits which are hereby acknowledged, do hereby convey and grant to INLAND POWER & LIGHT CO., a Washington Corporation (hereinafter called "Grantee") and to its successors, assigns, or permittees, the right, privilege and authority, to install, alter, bury, rephase, energize, chemically treat, operate, move, maintain, and remove electric transmission and distribution facilities, consisting of poles, cables, wires, and all other necessary or convenient appurtenances, to make said facilities an integrated electric system, as such specifications now exist and as hereafter changed in accordance with specifications adopted by the Grantee, to the extent necessary to install and maintain said electric system, which is located upon, under, over, and across the following-described lands and/or in or upon all streets, roads, or highways abutting said lands and premises situated in the County of

\_\_\_\_\_, State of \_\_\_\_\_, and more particularly described as follows:

Abbreviated legal description

\_\_\_\_\_

Assessor's property tax parcel \_\_\_\_\_

Grantee, its successors and assigns is also granted the right, privilege, and authority to clear cut 10 feet each side of an overhead conductor and/or cut, remove and trim trees, brush, shrubbery and other obstructions to the extent necessary to keep them clear of said electric line or system and to cut down from time to time all dead, weak, leaning or dangerous trees that are tall enough to strike the wires in falling, or the branches thereof, to chip and spread branches and other foliage and to pile stack logs as necessary alongside the cleared right-of-way: and to license, permit, or otherwise agree to the joint use or occupancy of the line or system by any other person, association or corporation, for electrification, telephone, or communication needs.

It is agreed that areas over buried vaults, cables, and within the right-of-way shall remain free and clear of structures, barriers, building, trees, shrubbery and/or any other physical encumbrances except by written consent of Grantee.

Free access to all facilities over the Grantors adjacent lands will be allowed at all times. Grantee shall not be responsible for loss, replacement or damage of any improvements or other things below, over or upon such easement necessitated by the Grantee's use of this easement.

The Grantor expressly agrees that non-use or limited use of this easement by the Grantee does not demonstrate intent to abandon this easement. Grantee shall retain all rights, privileges, purpose and scope as conveyed and granted within said easement until such time when Grantee expressly notifies Grantor in writing that Grantee is vacating its electric transmission and distribution facilities.

PLEASE DO NOT WRITE IN ABOVE SPACE OR MARGIN.

Page 2 of 2

IPL Work Order # \_\_\_\_\_

No monetary consideration or consideration of monetary value has been given for the rights conveyed. The undersigned WARRANT that they have the legal right to grant this easement and agree to hold harmless and to indemnify the Grantee for any damages suffered by Grantee should it later be proven that the Grantor did not possess such legal rights. Said lands are free of encumbrances except: \_\_\_\_\_

IN WITNESS WHEREOF, the undersigned have set their hands and seals this \_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_  
Authorized Representative's Signature

\_\_\_\_\_  
Authorized Representative's Signature

\_\_\_\_\_  
Authorized Representative's Signature

\_\_\_\_\_  
Authorized Representative's Signature

STATE OF \_\_\_\_\_ }  
COUNTY OF \_\_\_\_\_ } SS

On this day personally appeared before me

\_\_\_\_\_  
Representative's Name/Printed

\_\_\_\_\_  
Representative's Name/Printed

\_\_\_\_\_  
Representative's Name/Printed

\_\_\_\_\_  
Representative's Name/Printed

to be known to be the individual described in and who executed the within forgoing instrument, and acknowledged that (Circle one) HE SHE THEY signed the same as (Circle one) HIS HER THEIR free and voluntary act and deed for the uses and purposes therein mentioned.

**GIVEN under my hand and official seal this** \_\_\_\_\_ **day of** \_\_\_\_\_, **20** \_\_\_\_\_

Notary Public Signature \_\_\_\_\_

Notary Public in and for the State of \_\_\_\_\_ residing at \_\_\_\_\_

My commission expires \_\_\_\_\_

**Place Notary Stamp Here**