

CUSTOMER SERVICE POLICIES**CONTENTS**

Description	Page	Revised
1.0 PREAMBLE	1-1	11/25/13 Res. 8698
1.1 DEFINITION OF TERMS		8/14/18 Res. 8890
		8/9/82 Res. 4150
2.0 GENERAL POLICIES	2-1	8/9/82 Res. 4150
2.1 RATE APPLICABILITY	2-1	3/20/06 Res. 7952
2.1.1 Metering Point	2-1	09/26/11 Res. 8575
2.1.2 Determination of Applicability	2-1	11/12/13 Res. 8696
2.2 RATE SCHEDULES	2-1	08/14/18 Res. 8890
2.2.1 Rate Schedule Exceptions	2-1	12/22/03 Res. 7671
2.3 NEW LOADS	2-1	11/1/04 Res. 7746
2.4 EXCLUSIVE SOURCE AND RESALE	2-2	6/23/98 Res. 7223
2.5 DISTRICT'S OBLIGATIONS	2-2	
2.5.1 Limitations of Damages	2-2	6/23/98 Res. 7223
2.6 CUSTOMER'S OBLIGATIONS	2-3	8/14/18 Res. 8890
2.6.1 Increased Load	2-3	6/23/98 Res. 7223
2.6.2 Balancing of Load	2-3	11/1/04 Res. 7746
2.6.3 Total Harmonic Distortion (THD)	2-3	10/27/08 Res. 8296
2.6.4 Surge Protection	2-3	6/23/98 Res. 7223
2.7 APPLICATION FOR SERVICE	2-3	6/23/98 Res. 7223
2.8 DISCONNECTING SERVICES	2-4	4/16/85
2.9 LIFE SUPPORT SYSTEMS	2-5	11/1/04 Res. 7746
2.9.1 Customer/Patient Obligations	2-5	6/23/98 Res. 7223
2.10 DAMAGE TO DISTRICT FACILITIES	2-5	01/03/11 Res. 8527
2.11 MATERIAL SALES TO CUSTOMERS	2-5	11/19/01 Res. 7491
2.12 DISCLOSURE OF PUBLIC RECORDS	2-5	2/10/92
2.13 SERVICE OUTSIDE GRANT COUNTY	2-5	5/23/05 Res. 7821
2.14 UNDERGROUND FACILITIES	2-6	10/24/17 Res. 8859
2.15 REVENUE PROTECTION AND POWER DIVERSION	2-6	
2.16 INFORMAL CONFERENCE/HEARINGS	2-7	6/23/98 Res. 7223
3.0 CONSERVATION	3-1	6/23/98 Res. 7223
3.1 LOAN PROGRAM	3-1	
3.2 RESIDENTIAL, COMMERCIAL, INDUSTRIAL AND IRRIGATION ASSISTANCE	3-1	11/19/01 Res. 7491
		9/29/97 Res. 7145
		9/29/97 Res. 7145
4.0 LINE EXTENSION POLICY FOR RATE CLASSES 1, 2, 3 AND 7	4-1	8/14/18 Res. 8890
		9/29/97 Res. 7145
4.1 OVERHEAD LINE EXTENSIONS	4-1	9/29/97 Res. 7145
4.2 UNDERGROUND LINE EXTENSIONS	4-1	11/19/01 Res. 7491
4.3 TYPES OF SERVICE	4-1	11/28/05 Res. 7896
4.3.1 Permanent Service	4-1	9/29/97 Res. 7145
4.3.2 Non-Permanent Service	4-1	5/23/05 Res. 7821
4.3.3 Construction Temporary Service	4-2	8/14/18 Res. 8890
4.4 SERVICE REQUIREMENTS BY RATE CLASS	4-2	10/24/17 Res. 8859
4.5 CALCULATION OF CHARGES	4-3	9/29/97 Res. 7145
4.5.1 Line Extension Fees	4-3	9/29/97 Res. 7145
4.5.2 Line Extension Fee Payments	4-3	9/29/97 Res. 7145
4.6 MODIFICATION OF FACILITIES	4-4	9/29/97 Res. 7145
4.7 REBUILDING EXISTING LINES	4-4	9/29/97 Res. 7145
4.8 TRANSMISSION FACILITIES	4-4	9/29/97 Res. 7145
4.9 SUBSTATIONS	4-4	9/29/97 Res. 7145
4.10 DISTRIBUTION POWER LINES	4-4	9/29/97 Res. 7145

	4.11.1	Area Feeder Lines	4-4	9/29/97 Res. 7145
	4.10.2	Distribution Power Lines That Are Not Area Feeders	4-5	9/29/97 Res. 7145
4.11		EXTENSIONS RESIDENTIAL/COMMERCIAL SUBDIVISIONS	4-5	01/03/11 Res. 8527
	4.11.1	Approved Subdivisions	4-5	
	4.11.2	Services within a Subdivision	4-5	
4.12		MANUFACTURED HOME / MOBILE HOME PARKS	4-6	
4.13		UNUSED IRRIGATION SERVICE FACILITIES	4-6	
5.0		SERVICE AND METER REGULATIONS	5-1	
5.1		AVAILABILITY AND CONDITIONS OF SERVICE	5-1	
	5.1.1	Determination of Availability	5-1	11/28/05 Res. 7896
	5.1.2	Compliance with Regulations and Codes	5-1	
	5.1.3	Access to and Care of District Property	5-1	
	5.1.4	Customer Responsibility	5-1	
	5.1.5	Separate Services	5-1	
	5.1.6	Backup and Maintenance Power	5-2	
	5.1.7	Station Service - Customer Owned	5-2	
5.2		SERVICE LATERAL AND POINT OF CONNECTION	5-2	6/23/98 Res. 7223
	5.2.1	Overhead Service Laterals	5-2	6/23/98 Res. 7223
	5.2.2	Underground Service Laterals	5-2	12/22/03 Res. 7671
5.3		SERVICE ENTRANCE INSTALLATION AND EQUIPMENT	5-3	
	5.3.1	Responsibility of Customer/District	5-3	6/23/98 Res. 7223
	5.3.2	Wiring	5-3	
	5.3.3	Protective Devices	5-3	6/23/98 Res. 7223
	5.3.4	Protective Equipment on Motor Installations	5-3	
	5.3.5	Service Connection	5-3	
5.4		METER LOCATIONS	5-3	
	5.4.1	Placement of Meters	5-3	
	5.4.2	Meter Height Requirements	5-4	
	5.4.3	Line Side/Load Side Placement of Equipment	5-4	
	5.4.4	Conditions Adversely Affecting Meters	5-4	12/5/94 Res. 6798
	5.4.5	New Installation - Instrument Transformers	5-5	10/24/17 Res. 8859
	5.4.6	Placement of Meter Bases	5-5	11/19/01 Res. 7491
	5.4.7	Location Violation	5-5	11/28/05 Res. 7896
5.5		METERING EQUIPMENT	5-5	5/8/06 Res. 7974
	5.5.1	Standards for Metering Equipment	5-5	
	5.5.2	Demand Metering	5-5	8/14/18 Res. 8890
	5.5.3	Power Factor Metering	5-5	2/26/07 Res. 8098
	5.5.4	Pulse Metering Data Connection	5-5	2/26/07 Res. 8098
5.6		INTERCONNECTION OF CUSTOMER-OWNED NET METERING SYSTEMS	5-6	10/24/17 Res. 8859
	5.6.1	Application, Fees and Agreement	5-6	2/26/07 Res. 8098
	5.6.2	Certification of Completion	5-6	2/26/07 Res. 8098
	5.6.3	Unauthorized Connections	5-6	2/26/07 Res. 8098
	5.6.4	Metering	5-6	2/26/07 Res. 8098
	5.6.5	Future Modification or Expansion	5-6	2/26/07 Res. 8098
	5.6.6	District System Capacity	5-7	
	5.6.7	Customer Owned Protection	5-7	05/28/13 Res. 8677
	5.6.8	Interconnection Costs	5-7	8/30/99 Res. 7308
				10/24/17 Res. 8859
6.0		METER READING, BILLING AND COLLECTING	6-1	8/30/99 Res. 7308
6.1		METER READING	6-1	8/30/99 Res. 7308
6.2		ADJUSTMENT OF BILLING ERRORS	6-1	8/30/99 Res. 7308
6.3		BILLING PERIODS	6-1	11/1/04 Res. 7746
6.4		NON-METERED SERVICE	6-1	5/24/04 Res. 7710
6.5		TRANSFER AND SPECIAL READINGS	6-1	01/03/11 Res. 8527
6.6		DETERMINATION OF DEMAND	6-1	10/24/17 Res. 8859
6.7		PAYMENT	6-2	05/28/13 Res. 8677
6.8		RETURN CHECK FEE	6-2	05/28/13 Res. 8677

6.9	PAYMENT OPTIONS	6-2	10/24/17 Res. 8859
6.10	LEVEL BILLING PLAN	6-2	10/24/17 Res. 8859
6.11	LATE PAYMENT CHARGES	6-2	10/24/17 Res. 8859
6.12	ACCOUNT SERVICE CHARGE	6-2	01/04/10 Res. 8446
6.13	AFTER HOURS FEE		6/04/07 Res. 8130
6.14	DEPOSITS		04/08/14 Res 8720
	6.14.1 Current Credit Rating	6-2	04/08/14 Res 8720
	6.14.2 Interest on Deposits	6-3	04/08/14 Res 8720
6.15	NEW OR ADDITIONAL DEPOSIT REQUIREMENTS	6-3	04/08/14 Res 8720
6.16	TERMINATION OF SERVICE	6-3	04/08/14 Res 8720
6.17	DELINQUENCY-DISCONTINUANCE OF SERVICE	6-3	04/08/14 Res 8720
	6.17.1 Right To Disconnect	6-3	04/08/14 Res 8720
	6.17.2 Due Process	6-3	10/24/17 Res. 8859
6.18	DISCONNECT FOR NON-PAYMENT	6-3	11/19/01 Res 7491
	6.18.1 Disconnect Fee	6-4	10/24/17 Res. 8859
	6.18.2 Moratorium	6-4	02/11/08 Res 8203
6.19	LANDLORD/TENANT ARRANGEMENTS	6-4	02/26/07 Res 8098
6.20	ELIGIBILITY FOR SPECIAL LOW INCOME RATE DISCOUNTS	6-4	08/26/14 Res 8743
6.21	NET METERING BILLING	6-5	2/10/92 Res. 6501
6.22	RENEWABLE ENERGY SYSTEM COST RECOVERY	6-5	2/10/92 Res. 6501
7.0	STREET LIGHTING SERVICE	7-1	12/28/87 Res. 5674
	7.1 AVAILABILITY	7-1	2/10/92 Res. 6501
	7.2 SPECIFICATIONS	7-1	2/10/92 Res. 6501
	7.3 LINE EXTENSION POLICY - STREET LIGHTS	7-1	12/28/87 Res. 5674
	7.3.1 Underground Service to Street Lights	7-1	
	7.4 TERMINATION OF SERVICE	7-1	
	7.5 CONTINUITY OF SERVICE	7-1	
8.0	LARGE SERVICE	8-1	8/4/18 Res. 8890
	8.1 NEW SERVICE	8-1	8/4/18 Res. 8890
	8.2 CUSTOMER RESPONSIBILITY	8-1	8/4/18 Res. 8890
	8.3 FACILITIES	8-1	8/4/18 Res. 8890
	8.4 CONNECTION COST	8-1	8/4/18 Res. 8890
	8.5 REDUNDANT FACILITIES	8-1	8/4/18 Res. 8890
	8.6 TEMPORARY USE OF MOBILE SUBSTATION	8-2	8/4/18 Res. 8890

CUSTOMER SERVICE POLICIES

PUBLIC UTILITY DISTRICT NO. 2 OF GRANT COUNTY, WASHINGTON

1.0 PREAMBLE

These Customer Service Policies have been adopted by Public Utility District No. 2 of Grant County, Washington ("District") in the interest of efficiency, economy, appearance and safety in its operations in the distribution of electricity to its Customers. They are subject to revision by the Commission of the District from time to time in order to meet these objectives. These Policies are to serve as a guide to the employees and representatives of the District in their contacts with the Customers. Construction details and specifications are written to conform with the present State and National laws governing such matters and are not intended to violate any State, National or Municipal ordinances or laws. Should any new laws or ordinances be adopted, these Policies shall be considered to be amended accordingly.

The District reserves the right to cut off supply of electric energy and discontinue service in the event the Customer shall fail to comply with these Policies and/or provisions of their contract. Service may be disconnected by the District at any time to prevent fraudulent use or to protect its property.

The District encourages and invites public input and participation regarding District rates and policies. The District will make reasonable efforts to notify the public of changes to these policies. Such notification may include press releases, public announcements, notifications with customer billings or posting notices on the District's website.

1.1 DEFINITION OF TERMS

Special terms when used in these policies shall have the following definitions:

<u>Approved Service Consultant</u>	An individual or company that has successfully completed the District's training program for service installation procedures and has adequately demonstrated the ability to satisfy District Construction Standards.
<u>Area Feeder</u>	A primary distribution line constructed to provide for general area load growth and system reliability, the cost of which is borne entirely by the District and included in the District's rate base. (See Section 4.10.1)
<u>Backbone Facilities</u>	Those facilities within a subdivision required to provide electric service to the property line of each lot or tract. Said facilities include transformers when multiple lots or tracts are to be served from a single transformer and the location of transformers can be established at the time Backbone Facilities are installed.
<u>Billing Demand</u>	The Billing Demand shall be the highest of the Metered, computed/fixed or retail rate contract demand level after adjustment for a lagging or leading power factor, if applicable., adjusted up to 95-percent power factor.
<u>Certificate of Completion of Interconnection of Net Metered Facilities</u>	District supplied form completed by Customer, showing completion of installation of the Customer's Net Metering System and evidence of approval by the State Electrical Inspector.
<u>Complex Line Extension</u>	Any line extension requiring the outlay of materials and labor in excess of the limitations of a Simple Service Extension shall be considered a Complex Line Extension. These extensions require an electrical design prior to construction and may involve right of way requirements in excess of those provided for by the Service Connection Agreement.
<u>Construction Temporary Service</u>	A non-metered electrical service installed by the Customer or their contractor to provide power to a construction site for a period of less than 6 months
<u>Construction Temporary Service Fee</u>	This fee applies only to limited capacity electric service for unmetered construction power and as determined by the District, for a six-month period.
<u>Connection Agreement</u>	A written agreement or contract between the District and a Customer specifying the conditions under which service is supplied.
<u>Connection Cost</u>	Payment required for adding a Large Service to the District's system.
<u>Customer</u>	Any individual, group, partnership, corporation, firm or government agency who has applied for electric service from the District or is receiving benefit of service of the District.
<u>Demarcation Point</u>	The designated connection point, on the Customer's property, at which the District's facilities end and the Customer's facilities begin.
<u>District Construction Standards</u>	A set of rules, drawings, guidelines and specifications for construction of electric power facilities, established by the District Standards Team and approved by the District Standards Engineer. These standards secure uniform construction methods, optimize safety, serviceability, appearance

	and economy and comply with or exceed local, state and federal regulations.
<u>Domestic Service</u>	Single phase electric service to single family dwellings, individual apartments, condominiums and farms.
<u>Effective Date of Service</u>	The date a Customer assumes service responsibility for electric power consumption by having the power turned on (made available) and the service placed in or transferred to their name.
<u>Estimated Annual Revenue</u>	The average revenue from the Line Extension the District expects to receive from billings under the applicable rate schedule, excluding municipal taxes, for a particular electric load in a typical one-year period. Revenue estimates may be based on calculated energy consumption or upon historical record of energy consumption for similar loads.
<u>Estimated Extension Cost</u>	The estimated cost, based on current District standard unit values, for a line extension. The estimate includes all material, labor, transportation and applicable overheads with credit for any salvage.
<u>Evolving Industry</u>	Evolving Industry is a class of customers that the District deems a disproportionate risk.
<u>General Service</u>	Single-or-three-phase electric service to non-domestic loads not exceeding 500 kW (as measured by billing demand) for general lighting, heating and power requirements (excluding Irrigation service).
<u>Guaranteed Annual Revenue</u>	The minimum amount of annual revenue from billings under the applicable rate schedule, excluding municipal taxes, that is guaranteed to the District by a Customer who enters into an Agreement for service.
<u>Hearing Officer</u>	Commission-appointed person responsible for adjudicating contested bills not resolved to the Customer's satisfaction at the Customer Service Level.
<u>Irrigation Service</u>	Electric service for irrigation, orchard temperature control or soil drainage loads not exceeding 2,500 horsepower and other miscellaneous power needs including lighting.
<u>Large Service</u>	Customer loads above 500 kW except Irrigation Services.
<u>Large Service Application</u>	Application form for a Large Customer to request new service.
<u>Line Extension</u>	Any facilities added to the District's Electric System for the purpose of supplying electric service to a Customer or Customers when such facilities are not designated as part of an Area Feeder.
<u>Line Extension Fee</u>	The fee required to be paid by the Customer for a Line Extension. (Refer to Section 4.5.1.)
<u>Metered Demand</u>	Metered Billing Demand shall be defined as the greatest 15 minute interval demand level reached during the month as determined by demand meter.
<u>Modification Costs</u>	The estimated cost for labor plus material required to restore remaining facilities to good useable condition after a dismantle has been completed.
<u>Net Book Value</u>	The original installed cost of a facility less depreciation for the number of years said facility has been in service.
<u>New Large Loads</u>	That portion of a Customer's calendar year energy load (defined as January through December) which increases by more than 10 average megawatts from the Customer's highest historical calendar year energy load since 2010.

<u>Net Metering Application</u>	The application provided by Customer to the District, on the District's standard form, which provides the design of the Net Metering system and initiates the interconnection process.
<u>Net Metering Interconnection Agreement</u>	An agreement provided by the District setting forth the terms and conditions for interconnection of service between the Customer and the District.
<u>Net Metering System</u>	As defined in RCW 80.60.010, means "a fuel cell, a facility that produces electricity and used and useful thermal energy from a common fuel source, or a facility for the production of electrical energy that generates renewable energy, and that: (a) Has an electrical generating capacity of not more than one hundred kilowatts; (b) Is located on the customer-generator's premises; (c) Operates in parallel with the electric utility's transmission and distribution facilities; and (d) Is intended primarily to offset part or all of the customer-generator's requirements for electricity.
<u>Off-Site Facilities</u>	Line Extensions outside the boundaries of a subdivision necessary for providing electric service to the subdivision.
<u>Orchard Temperature Control</u>	Frost control fans or pumps used in the heating or cooling of orchards.
<u>Ownership Costs</u>	A monthly charge required to be paid by the Customer for Non-Permanent service. The charge is based on the calculated cost for the District to own, operate and maintain the particular facilities. This charge is in addition to energy usage and is based on a 35-year depreciation of materials, interest, operation and maintenance costs and administrative and general expenses.
<u>Plan of Service</u>	A document defining options for permanent, bridge, and redundant service. The document will include service description options, project risks, and estimated costs.
<u>Priest Rapids Project Power</u>	Energy available to the District (not contracted to third parties) from the District's Priest Rapids Project.
<u>Renewable Energy</u>	As defined in RCW 80.60.010, means "energy generated by a facility that uses water, wind, solar energy, or biogas from animal waste as a fuel.
<u>Satisfactory Credit History</u>	A Customer will be deemed to have Satisfactory Credit History if they meet the requirements of Section 6.14 of these policies.
<u>Service Connection Agreement</u>	An agreement between the District and the Customer, which must be signed by the Customer when applying for a Line Extension from the District.
<u>Service Drop</u>	The last span of overhead conductors from the District's system to the point of attachment on the Customer's facilities.
<u>Service Suspension Notice</u>	A reminder letter, sent separately from the billing statement, to inform Customers of past due amounts and provide instructions to prevent their service from being disconnected for non-payment.
<u>Simple Service Extension</u>	Any line extension the District has determined can be expensed by having an estimated cost less than the threshold amount set by the District. Right-of-way requirements cannot exceed those provided for on a Service Connection Agreement. The Demarcation Point must be no more than 100 feet from an existing District-owned facility for overhead service and no more than 10 feet away for underground service.

<u>Simple Service Extension Fee</u>	A flat fee, calculated using District standard unit values for labor and materials, to estimate the average cost of a simple extension. The appropriate percentage of this value (see Section 4.5.1) becomes the fee.
<u>Termination Charge</u>	A pro-rated charge payable by the Customer for the District's dismantling of facilities in conjunction with a Line Extension. The charge is calculated by adding the value of non-reusable material to the estimated dismantle labor times three (3). This value is divided by a retirement factor and then pro-rated at 3% per year of service to determine the charge.
<u>Up and Down Charge:</u>	The Line Extension charge payable by the Customer for Non-Permanent Service. The amount of the charge shall be equal to the estimated cost of furnishing, installing and removing the required facilities to serve the load, less any salvage value.

2.0 GENERAL POLICIES

2.1 RATE APPLICABILITY

2.1.1 Metering Point

The rates of the District are based upon the supply of service to the entire premises through a single metering point. Separate metering points will be billed individually.

2.1.2 Determination of Applicability

The District shall determine the applicable rate schedule to be applied for each Customer load based on available information. In the case of multiple Customer meters or facilities, the District reserves the right to aggregate Customer loads and meter reads for purposes of determining the applicable rate schedule. If over time a Customer's electrical usage or load characteristics change in a way that would qualify the Customer to be on a different rate schedule, it shall be the obligation of the Customer to notify the District of such changes. Changes in applicable rate schedules will be made on a prospective basis only.

If a Customer exceeds the billing demand limit of their current rate schedule they may be move to the appropriate schedule for future billings. If the Customer has been below the billing demand limit of their current rate schedule for a period of one year they may request the District move them to the rate schedule appropriate for their current billing demand.

2.2 RATE SCHEDULES

The rates of the District are based upon a balance between electric service requirements, environmental considerations, and cost. Rate schedules have been adopted by the District's Commission to establish charges for service according to classification of Customers. Copies of the rate schedules are available upon request.

Schedule No. 1	Domestic Service
Schedule No. 2	General Service
Schedule No. 3	Irrigation Service
Schedule No. 6	Street Lighting Service
Schedule No. 7	Large General Service
Schedule No. 13	Alternative Energy Resources
Schedule No. 13SS	Specified Source Purchase
Schedule No. 13REC	Renewable Energy Certificate Purchase
Schedule No. 14	Industrial Service
Schedule No. 15	Large Industrial Service
Schedule No. 16	Agricultural Food Processing Service
Schedule No. 85	Agricultural Food Processing Boiler Service
Schedule No. 94	New Large Load Service

2.2.1 Rate Schedule Exceptions

Service may be supplied to Customers not coming within the scope of the regular rate schedules of the District; provided that such service shall be covered by separate contract and shall be approved by the Commissioners of the District.

2.3 NEW LOADS

Service to New Large Loads will only be made pursuant to Rate Schedule No. 94, New Large Load Service.

2.4 EXCLUSIVE SOURCE AND RESALE

Unless otherwise provided by special contract, service will be rendered only to those loads which secure their source of electric power exclusively from the District. Unless otherwise provided in the contract, the Customer shall not resell the electric energy purchased from the District.

2.5 DISTRICT'S OBLIGATIONS

The District will attempt to provide, but does not guarantee, a regular and uninterrupted supply of service. The District may suspend the delivery of electric service for the purpose of making repairs or improvements to its system. The District will attempt to provide reasonable advance notice of such suspension to the Customer. Repairs or improvements that can be scheduled will be scheduled, when feasible, at such time as to minimize impact to District Customers. In making repairs and improvements to the District's electrical system, the District will do so with diligence and complete them as soon as reasonably practicable in accordance with prudent utility practice. Electric Service is inherently subject to interruption, suspension, curtailment and fluctuation. In no event, however, shall the District be liable to its Customers or any other persons for any damages to person or property arising out of, or related to, any interruption, suspension, curtailment or fluctuation in service if such interruption, suspension, curtailment or fluctuation results in whole or part from any of the following:

- A. Causes beyond the District's reasonable control including, but not limited to, accident or casualty, fire, flood, drought, wind, acts of the elements, court orders, insurrections or riots, generation failures, lack of sufficient generating capacity, breakdowns of or damage to equipment/facilities of District or of third parties, acts of God or public enemy, strikes or other labor disputes, civil, military or governmental authority, electrical disturbances originating on or transmitted through electrical systems with which District's system is interconnected and acts or omissions of third parties.
- B. Repair, maintenance, improvement, renewal or replacement work on District's electrical system, which work, in the sole judgment of District, is necessary or prudent.
- C. Automatic or manual actions taken by District, which in its sole judgment are necessary or prudent to protect the performance, integrity, reliability or stability of District's electrical system or any electrical system with which it is interconnected. Such actions shall include, but shall not be limited to, the operation of automatic or manual protection equipment installed in Company's electrical system, including, without limitation, such equipment as automatic relays, generator controls, circuit breakers, and switches. Automatic equipment is preset to operate under certain prescribed conditions, which in the sole judgment of District, threaten system performance, integrity, reliability and stability.
- D. Actions taken to conserve energy.

The limitation of liability provisions set forth above and in Section 2.5.1 shall apply notwithstanding any negligence of the District, unless the actions of the District are determined to be intentional or shall constitute gross negligence.

2.5.1 Limitations of Damages

In no event shall the District have any obligation or liability for any lost profits, consequential, incidental, indirect, special or punitive damages of any type arising out of, or in any way connected to, the District's supply electricity or any interruption, suspension, curtailment or fluctuation thereof regardless of the causes thereof.

2.6 CUSTOMER'S OBLIGATIONS

2.6.1 Increased Load

In the event the Customer desires to increase load, the Customer shall request new service from the District. If the Customer fails to notify the District and the District's equipment is damaged as a result of such increase in load, the Customer shall reimburse for all repair and replacement costs to the District.

2.6.2 Balancing of Load

Except in the case of three-phase four-wire delta services, the current unbalance in three-phase services shall not exceed 10 percent of the current, which would be required at maximum load under balanced conditions.

2.6.3 Total Harmonic Distortion (THD)

1. The application of any nonlinear load by the Customer (e.g., static power converters, arc furnaces, adjustable speed drive systems, etc.) shall not cause voltage and/or current Total Harmonic Distortion (THD) levels greater than the levels as recommended by IEEE standard 519-1992, or subsequent revision, on the District's electric system at the point of power delivery to the Customer's facility. The District will determine the appropriate SCR (short circuit ratio) at the Customer's facility for the purpose of applying IEEE 519.
2. The Customer shall disclose to the District all nonlinear loads prior to connection. The District may test the Customer's load to determine the THD levels.
3. It shall be the responsibility of the Customer to assure that the THD requirements are met, including the purchase of necessary filtering equipment. Any load found not in compliance with this policy shall be corrected immediately by the Customer at the Customer's expense. If not corrected, the District may terminate service to the Customer's facility.
4. The Customer shall be liable for all damages, losses, claims, costs, expenses and liabilities of any kind or nature arising out of, caused by, or in any way connected with the application by the Customer of any nonlinear load operating with maximum THD levels in excess of the values stated in paragraph 1. The Customer shall hold harmless and indemnify the District from and against any claims, losses, costs of investigation, expenses, reasonable attorneys' fees, damages and liabilities of any kind or nature arising out of, caused by, or in any way connected with the application by the Customer of any nonlinear load operating with maximum THD levels in excess of the values stated in paragraph 1.

2.6.4 Surge Protection

The Customer shall be responsible to provide surge protection for all voltage sensitive equipment such as electronic appliances or devices.

2.7 APPLICATION FOR SERVICE

The District will accept application for electric service over the telephone or by personal visit to any of the District's Local Offices and the following shall apply:

- A. All applicants for electric service shall provide the District with service and billing information as required, and agree to the District's terms and conditions for service.
- B. Acceptance of service shall subject the Customer to compliance with the terms of the applicable rate schedule, District's Customer Service Policies, District Workbooks and Initiatives. The Customer is responsible for all electricity used until notification of the change in occupancy has been received by the District.

- C. All applicants shall provide the following information or documentation:
 - 1. A full name, mailing address and service address where services are to be delivered.
 - 2. Full name of any occupants over 18 years of age living where services are to be delivered who are authorized to conduct transactions on the account.
 - 3. Proof of identity, such as a valid social security number and/or government-issued picture identification. Other identification may be accepted at the District's discretion provided it convincingly proves the identity of the prospective Customer.
 - 4. At least one active telephone number where the Customer can be contacted.
 - 5. Whether service termination would create a danger to the health of any occupant(s) residing therein.

2.8 DISCONNECTING SERVICES

Customers requesting service disconnects must contact the District by telephone or in person. The District will execute service disconnects according to the following:

- A. At the time a Customer requests service disconnect the District will attempt to verify (1) the individual's identity by personal recognition, social security number, driver's license or other identification, (2) the authority of the individual to request the disconnect when there is reason to question the identity of the requesting party, (3) the name and mailing address of the occupant of the residence where electric service is to be terminated, and (4) whether any occupant would be endangered by the termination of service. If the PUD obtains information that the residence is being occupied by someone other than the person making the termination request, it will inform such person that services may not be discontinued until the occupant is given a minimum period of five days to put service in his/her own name.
- B. If the District has no reason to believe that the premises are occupied by a person other than the one making the request, or that any occupant's health will be endangered, the District may proceed to terminate electric service. However, before service is terminated, the employee executing the disconnect will make a reasonable effort to inspect the property for which termination has been requested in order to ascertain whether the property is occupied by persons other than the one making the termination request or to determine whether extenuating circumstances, such as conditions endangering life or property, may result from the disconnect. If such circumstances appear to exist, or if the District has actual notice or reason to believe that someone other than the person requesting the termination is residing at the premises, then a five-day notice will be left at the premises and the disconnect will be held in abeyance until an investigation can be made by the Local Office.
- C. Where the District has neither actual notice nor reasonable belief after inspection that someone other than the person requesting termination occupies the premises, or that extenuating circumstances exist, such as life or property-endangering conditions, the District may terminate service. However, in the event the District decides to terminate utility service, it will conspicuously post on the door of the property a notice which will inform any occupants of the premises that they may request immediate restoration of the utility service.
- D. Upon completion of the service disconnect, a quick check will be made to insure service is actually disconnected at the intended address.
- E. For single-family units or individually-metered multi-family units, if the premises are occupied by a person other than the Customer of record, the District will upon request transfer electric service into the occupant's name. With respect to such transfer of service:

the occupant will not be responsible for any charges accrued prior to the date notice of opportunity to place service in the user's name is provided (except where occupant has agreed by lease to pay for electrical service, in which case charges will begin on the date the tenancy began).

- F. For residential buildings containing more than one dwelling unit in which service is not individually provided, a five-day notice will be provided giving the occupants an opportunity to put service in their own name(s).
- G. Refer to Section 6.18 of these policies for disconnects for nonpayment.

2.9 LIFE SUPPORT SYSTEMS

The District is unable to guarantee constant or continuous electric service. The District will make reasonable effort to notify all known electrically supplied life support system Customers/patients of planned power outages, in advance, giving the date, time and estimated length of planned power outages.

2.9.1 Customer/Patient Obligations

It shall be the responsibility of the Customer/patient to furnish the District in writing a telephone number which will enable timely contact by the District 24 hours per day, 365 days per year and to notify the District of any change in telephone number; and of any change in the medical situation of the person on life support services.

In the event the Customer/patient desires to increase his life support system load materially, the District shall be given sufficient advance notice, so it may provide added facilities if necessary. If the Customer fails to notify the District and the District's equipment is damaged as a result, the Customer shall be held liable for the cost of such damage.

2.10 DAMAGE TO DISTRICT FACILITIES

Each individual, group, or organization shall pay the District for all damages to, or destruction of, property of the District where such is caused by the individual, group, or organization, except that the District will not require payment for accidental damage to poles resulting from weed and brush burning. Customer shall be responsible to reimburse the District for any damage to District transformers or other District facilities, caused by Customer overloading said facilities.

2.11 MATERIAL SALES TO CUSTOMERS

The District recognizes that local merchants will occasionally be out of items or cannot timely secure items that may also be included in the District's normal supply of stock. When this situation arises the District will, upon request, sell normal stock items.

Sales are restricted to District Customers, are for their own use, on a cash and carry basis. The selling price is the District's inventory cost, plus applicable stores expense, plus sales tax. Materials will not be sold for resale.

2.12 DISCLOSURE OF PUBLIC RECORDS

Public records of the District are available for inspection and copying. Policies and procedures related to disclosure of public records are available on the District's Web site or can be requested by contacting our offices.

2.13 SERVICE OUTSIDE GRANT COUNTY

The District will only serve loads outside of Grant County in areas that are covered under Agreements with the serving utility for the area. Service shall be in accordance with the terms of the Agreement. Requests for service outside of Grant County in areas not covered under an Agreement will be

considered on an individual basis by the District's Commissioners. Refer to Section 4.55, Calculation of Charges, for Customer cost obligations for service outside Grant County.

2.14 UNDERGROUND FACILITIES

The District will install electrical facilities underground at District expense in the following situations:

- A. Substation underground feeder get-a-ways.
- B. When determined by the District that applicable electrical codes or public safety considerations require placement of electrical facilities underground.
- C. Transmission lines and Area Feeders where it is more economically beneficial to the District to place electrical facilities underground. In making this determination, the District will consider capital investment costs, projected operations and maintenance costs, and public safety consideration.
- D. Except as otherwise specifically provided above or in Section 4.1 of these Customer Service Policies, all costs incurred by the District in connection with placement of electrical facilities underground shall be the responsibility and paid by the Customer or municipality requesting or requiring underground service.

2.15 REVENUE PROTECTION AND POWER DIVERSION

The purpose of the District's Revenue Protection Policy is to reduce or eliminate revenue loss due to metering defects and power diversion. The policy establishes a program for the prevention, detection and responsive action to be taken with regard to power diversion on the District's system.

The significant elements of this policy include the following:

- A. Meter Seals. All District meters and associated equipment utilized for billing purposes will be sealed. Included will be meters utilized for measuring KWH, KW, KVARH, potential and current transformer enclosures and test switches.
- B. Meter Sealing Fee. If a service has been reconnected which has been previously disconnected or a meter seal has been cut on an active service WITHOUT PRIOR AUTHORIZATION from the District, a fee will be charged to the Customer, owner, or person in control of the premises, refer to fee schedule. Prior authorization may be obtained from the District. Additional fees shall be assessed if power diversion has occurred.
- C. Meter Testing. District meters utilized for billing purposes will be tested periodically to assure all meters operate within the accuracy limits established for each type and class of meter.
- D. Power Diversion/Theft of Power. Diversion of power, as defined in RCW 80.28.240, is strictly prohibited. The Customer, owner, or person in control of the premises will be presumed liable for all losses, damages and costs related to such actions.
- E. Violations. The District may seek prosecution for any power diversion, destruction of District property and other violations of law affecting delivery of its services, and will pursue collection for any losses, damages and costs related to such actions to the full extent provided by law.
- F. Investigations. District personnel will determine if power diversion has occurred. A preliminary investigation shall include an evaluation of the Customer's account history, examination of on-site conditions by appropriate personnel and other pertinent information.
- G. Notice. After the investigation is complete and the District determines that power diversion has occurred, the Customer shall be notified that power diversion has occurred and:

1. The Customer has been assessed all of the damages, if any, plus the costs incurred on account of the bypassing, tampering, or unauthorized reconnection, including, but not limited to, costs and expenses for investigation, disconnection, reconnection and service calls;
 2. The Customer is being billed triple the amount of actual damages as provided by RCW 80.28.240; and
 3. That all sums due must be paid within 30 days unless other arrangements acceptable to the District are made;
 4. If a civil action becomes necessary, the District shall seek to recover its costs of suit, reasonable attorneys' fees and expert witness fees; and
- H. Connection and Disconnection. The District may refuse to connect or may disconnect service to a Customer for unlawful current diversion, theft of power or other violation of the District's Customer Service Policies, until all charges, losses and damages have been paid in full or other arrangements acceptable to the District have been made. The District will attempt to give the Customer reasonable advance notice of the disconnection including the reasons for the disconnection and the time of the disconnection.

2.16 INFORMAL CONFERENCE/HEARINGS

Customers having questions about or disputing the application of these policies and/or District billings may request an informal conference with a District representative by calling the District's Customer Solutions Supervisor. The informal conference may be conducted by telephone or in person at the Customer's request. The Customer may present any information which the Customer deems relevant to the matter. If, following the informal conference, the Customer wishes to pursue the matter, the Customer may request a hearing with the District's designated Hearing Officer. The hearing will be scheduled at a mutually convenient time and the Hearing Officer shall render his or her decision in writing as soon as practical.

3.0 CONSERVATION

The District recognizes the value of conservation and retail energy services. Therefore, the Energy Services Department shall attempt to acquire practicable cost effective conservation and/or provide a value added customer service. A current list of all available programs is available from the District's Energy Services Department. Any use of District funds for conservation purposes shall be in accordance with applicable laws.

3.1 LOAN PROGRAM

Complete documentation on the District's loan program is available from the District's Energy Services Department. An appropriate (APR) simple interest rate that is cost effective to the District is charged on the loan. All loans are made in accordance with RCW 54.16.280, Article VIII, Section 10 of the Constitution of the State of Washington, and Regulation Z, truth in lending.

3.2 RESIDENTIAL, COMMERCIAL, INDUSTRIAL AND IRRIGATION ASSISTANCE

Any Customer of the District, in these sectors, is eligible for conservation assistance to the extent the District has the necessary equipment and expertise to provide it. Loans, rebates and /or cost sharing will be offered as provided by Washington State Law and to the extent funding is available and cost effective to the District.

4.0 LINE EXTENSION POLICY FOR CUSTOMER SERVICES UNDER 500 KW

A Line Extension is an addition or modification of electrical equipment and/or an increase in the size or length of the District's existing electrical facilities to serve new customer electric load within the District's service area. Line Extensions are categorized as consisting of either Overhead or Underground electrical facilities or a combination of both. The line construction within these categories can be either Simple or Complex. (See Definition of Terms, Section 1.1)

The District will extend or modify its facilities through Simple Service Extensions or Complex Line Extensions to Permanent, Non-Permanent or Construction Temporary Services. Facilities will be extended to provide service under applicable Rate Schedules in accordance with District Construction Standards. Each line extension will be subject to evaluation as to feasibility, permanence, and compatibility with the District's system. Final determination as to specific conditions applicable to the extension, type of construction, route and design shall be made solely by the District.

Customer compliance with District Policies and Construction Standards are a condition of service. The Customer is required to sign a Service Connection Agreement for any proposed Line Extension and pay any applicable Line Extension Fees.

4.1 OVERHEAD LINE EXTENSIONS

When the District determines overhead facilities should be installed to serve a Customer, the District will provide and install all materials and equipment necessary to provide said service from its existing facilities to the Demarcation Point in accordance with current District Construction Standards.

4.2 UNDERGROUND LINE EXTENSIONS

When the District determines underground facilities should be installed to serve a Customer, the installation shall be made on the same basis as overhead and in conformance with all other District policies and standards applicable to underground service (refer to Section 4.11 for Customer obligations for Backbone Facilities).

4.3 TYPES OF SERVICE

4.3.1 Permanent Service

For Line Extensions to permanent electric loads, all of the following conditions must be met:

1. The need for electricity is intended to be permanent in the location applied for.
2. The property owner must sign a Service Connection Agreement.
3. The Customer must furnish all necessary permits, licenses and other governmental approvals required in connection with the line extension.
4. When deemed necessary by the District, the Customer shall provide perpetual easements, permits and/or licenses required in connection with the line extension.
5. For all water pumping loads, excluding domestic wells, the Customer shall provide a written permit from the agency having jurisdiction over the water to be pumped.
6. The Customer shall make payment of the Line Extension Fee as specified in Section 4.5.1.

Service to electric loads meeting all of the conditions as set forth above shall be considered permanent.

4.3.2 Non-Permanent Service

When a Customer requesting a Line Extension cannot meet the conditions set forth in Section 4.3.1 above, non-permanent service may be extended under the following conditions:

1. The Customer must sign a Service Connection Agreement.

2. The Customer must pay the estimated Up and Down Charge and a monthly facility charge equal to the District's Ownership Cost for the line extension as specified in Section 4.5.1. The facility charge shall continue until the Customer notifies the District to discontinue the service or when all permanency requirements are met.
3. In the event all permanency requirements are met, the costs for the extension shall be computed according to the applicable Line Extension Policy for permanent service (Section 4.3.1) less credit for facilities charges.

4.3.3 Construction Temporary Service

Where sufficient distribution facilities already exist, the Customer may install a limited capacity service panel, for the purpose of construction only. Service shall be provided for a Construction Temporary Service for a "flat" fee to be determined by the District for a six-month period (Refer to Definition of Terms, Section 1.1, and Section 4.5.1).

Service may be extended for one six-month period with re-application and payment of a second Construction Temporary Service Fee. Such flat fee will be charged against the Customer's account. Where no distribution facilities exist, refer to Section 4.3.2 for construction of Non-Permanent Service.

4.4 SERVICE REQUIREMENTS BY RATE CLASS

A. Schedule 1, Domestic Service

Domestic service is defined in the District rate schedules as single-phase service to single family dwellings, individual apartments or farms. In addition to all other requirements for Line Extension as set forth by Section 4.0, a Customer(s) applying for said extension for Domestic Service shall:

1. Provide and install all material, trenching, etc., necessary for electric service from the load being served to the designated Demarcation Point.

Refer to Section 4.11 for Customer requirements for residential (domestic) subdivisions and Section 4.12 for manufactured home parks.

B. Schedule 2, General Service

General Service is defined in the District rate schedules as single phase or three-phase service to electric loads not to exceed 500 kW (as measured by billing demand) for general service lighting, heating and power requirements, excluding irrigation service.

In addition to all other requirements for Line Extension as set forth by Section 4.0, a Customer(s) applying for said extension for General Service shall:

1. Provide and install all material, trenching, etc., as necessary for electric service from the load being served to the designated Demarcation Point.

Refer to Section 4.11.1 for Customer requirements for commercial subdivisions that qualify under this rate schedule.

C. Schedule 3, Irrigation Service

Irrigation Service is defined in the District rate schedules as electric service to irrigation, orchard temperature control or soil drainage loads not to exceed 2,500 horsepower and other miscellaneous power needs including lighting.

In addition to all other requirements for Line Extension as set forth by Section 4.0, a Customer(s) applying for said extension for Irrigation Service shall:

1. Provide and install all material, trenching etc., as necessary for electric service from the load being served to the designated Demarcation Point.
 2. Provide and install a District-approved concrete pad for all padmount transformers 750 KVA and larger.
- D. Large Service

Refer to Section 8 for additional Customer requirements for Large Service above 500 kW.

4.5 CALCULATION OF CHARGES

4.5.1 Line Extension Fees

A. Permanent Service:

The Customer shall pay a non-refundable Line Extension (refer to fee schedule) for services located within Grant County, unless service qualifies for a Simple Service Extension (See Definition of Terms, Section 1.1).

When more than one rate schedule could apply, the maximum will be established by the rate schedule which gives the lowest billing for energy usage.

The minimum payment for any Line Extension shall be equal to the Simple Service Extension Fee.

Customers applying for Permanent Service to an electric load outside Grant County shall be required to pay 100% of the Estimated Extension Cost.

B. Simple Service Extension Fee:

The Customer shall pay a non-refundable Simple Service Extension fee, refer to fee schedule.

C. Non-Permanent Service:

The Customer shall pay a non-refundable Up and Down Charge for Non-Permanent Service equal to the estimated cost of furnishing, installing and removing the required facilities, less any salvage value, for service inside or outside of Grant County. In addition, the Customer shall pay a monthly facility charge equal to the District's Ownership Costs. (See Definition of Terms, Section 1.1)

D. Construction Temporary Service:

The Customer shall pay a non-refundable Construction Temporary Fee or "flat fee" connection and the first six (6) months' energy usage, refer to fee schedule.

E. Permit Fees:

In addition to payment of the appropriate Line Extension Fee, any charges levied by any agency for permits, surveys, easements, licenses, etc. necessary for the Line Extension, shall be paid for by the Customer.

4.5.2 Line Extension Fee Payments

Charges for Simple Service Extensions, both Overhead and Underground, shall be included in the Customer's energy usage bill for the service. Charges for Complex Line Extensions are due prior to scheduling construction.

Exception: Customers applying for Complex Line Extensions to Backbone Facilities and/or Customers with an account(s) requiring a deposit under Section 6.14, shall be required to pay prior to energizing the service.

Payment of the Line Extension Fee is in addition to any energy use, deposits, or outstanding invoices that may be due. Political subdivisions of the State of Washington and Agencies of the Federal Government may make payment after District facilities are installed provided the District has received written agreement that payment will be made in full upon completion of District work.

4.6 MODIFICATION OF FACILITIES

Modifications are those changes to existing electrical facilities required to allow for installation of new facilities requested by a Customer. Upon request from an individual Customer the District will modify its facilities provided:

1. The Customer signs and submits a Service Connection Agreement.
2. The Customer pays the pro-rated Termination Charge for the modified facilities in addition to the appropriate Line Extension Fee for the new facilities.
3. The modifications comply with current Customer Service Policies and District Construction Standards.

4.7 REBUILDING EXISTING LINES

When it becomes necessary to rebuild existing line to serve added electric load, the cost of the rebuild shall be considered as part of the Estimated Extension Cost for the new load except when the line is designated to be an Area Feeder. (See Section 4.10.1)

4.8 TRANSMISSION FACILITIES

Transmission facilities required to provide for general area load growth and basic system reliability will be constructed entirely at District expense as part of an overall development plan.

4.9 SUBSTATIONS

Substations required to provide for general area load growth and basic system reliability will be constructed entirely at District expense as part of an overall development plan.

4.10 DISTRIBUTION POWER LINES

4.10.1 Area Feeder Lines

Primary distribution lines designed to provide for general electric load growth and system reliability are designated as "Area Feeders". These lines are constructed at District expense, included in the rate base and limited to the following:

- A. Incorporated Cities and Towns
Primary lines along all platted streets and alleys inside or adjoining the city limits shall be designated as Area Feeders.
- B. Developed Irrigation Blocks
Primary lines along all county road and state highway rights-of-way inside or adjoining developed irrigation blocks shall be designated as Area Feeders.
- C. Proposed Irrigation Blocks

When, in the opinion of the District, the road plan and canal construction schedule has been established, all distribution lines along county road and state highway rights-of-way shall be designated as Area Feeders. When requested by a Customer to provide service inside the proposed irrigation block more than one year prior to scheduled delivery of

irrigation water, the District will construct the necessary area feeders, the size and location being in accordance with the feeder plan for the block. The Customer requesting the service shall enter into an agreement to pay the annual interest on the District's estimated investment for the Area Feeder(s). Said agreement shall continue for ten (10) years or until irrigation water is delivered to the block.

When no road plan or canal construction schedule has been established, the District will construct requested lines to serve Customer loads without consideration of the area becoming an irrigation block and the estimated construction costs shall be included as part of the Estimated Extension Cost.

D. Sandwells Irrigation Block

Primary lines along all established and legally recorded county road and state highway rights-of-way inside or adjoining the Sandwells area shall be designated as Area Feeders. (Refer to District maps for boundaries of the Sandwells area.)

E. Other

Certain distribution facilities that extend into areas of anticipated development or that are for the purpose of system reliability may be designated as Area Feeders at the sole discretion of the District.

4.10.2 Distribution Power Lines That Are Not Area Feeders

Essentially, a "Non-Area Feeder" is any primary distribution line not meeting the criteria established by Section 4.10.1. Additionally, Extensions (Backbone Facilities) into residential and commercial subdivisions shall not be considered Area Feeders. Construction costs for distribution lines that are not designated, as Area Feeders shall be included as part of the Estimated Extension Cost except as follows:

- A. When it is deemed necessary by the District to add a distribution system neutral conductor to an existing power line, the District will pay 100% of the construction cost for the addition of the system neutral.

4.11 EXTENSIONS TO RESIDENTIAL/COMMERCIAL SUBDIVISIONS

4.11.1 Approved Subdivisions

The District will extend electric service to any new city or county approved subdivision according to the following conditions:

1. The Customer must provide a Backbone Facility design in accordance with District Construction Standards, subject to District approval.
2. The Customer must pay the appropriate Line Extension Fee as required by Section 4.5.1, prior to construction.
3. All trenching, conduit, transformer boxes, pads, junction boxes, sand bedding and backfill shall be provided and installed by the Customer in accordance with District Construction Standards.
4. The costs for Off-Site Facilities or Line Extensions outside the boundaries of a residential or commercial subdivision necessary for providing service to the subdivision, will be included as part of the Estimated Line Extension Costs for the subdivision.

4.11.2 Services within a Subdivision

District facilities installed in addition to a Backbone Facility to serve individual Customers shall be considered a separate Extension and subject to the appropriate Section(s) of Line Extension Policy 4.0.

Where Backbone Facilities have not been provided for by a developer, any Customer(s) requesting service within the subdivision shall be responsible for the necessary Backbone Facilities in accordance with Line Extension Policy, Section 4.11, as if he/she were the developer.

4.12 MANUFACTURED HOME / MOBILE HOME PARKS

Line Extensions will be made to new manufactured home parks and additions will be made to existing mobile home/manufactured home parks under the following conditions:

1. If the Line Extension is considered to be permanent, construction will be done in accordance with the Line Extension Policy, Section 4.11.1.
2. The District will consider a Line Extension permanent in cases where the Customer makes a substantial permanent investment in other improvements. This requirement will be satisfied when initial improvements include permanent water and sewer facilities, graded and paved or graveled streets and electric service entrance capability at each manufactured home or mobile home space.
3. The District will provide the appropriate electrical system to the Demarcation Point(s).

4.13 UNUSED IRRIGATION SERVICE FACILITIES

District-owned irrigation service facilities may be removed by the District at any time following disconnection for nonpayment of arrears from a previous irrigation billing season.

5.0 SERVICE AND METER REGULATIONS

5.1 AVAILABILITY AND CONDITIONS OF SERVICE

5.1.1 Determination of Availability

The availability of service for the equipment to be used shall be determined by the District before proceeding with the wiring or the installation of equipment. The District shall advise the Customer of the available phase and voltage for that service, and of any required reduced voltage motor starting equipment to protect the service to its other customers (see Section 5.3.3).

5.1.2 Compliance with Regulations and Codes

The Customer's wiring and equipment shall comply with State, Municipal and District regulations, the National Electrical Code and the National Electrical Safety Code. The District reserves the right to discontinue service at any time, or refuse to connect where such service will adversely affect the service to its Customers, or where the Customer has not complied with said regulations and codes, or where the Customer's equipment or wiring are found to be defective or dangerous, until the same are repaired to the satisfaction of the District; however, the District is not obligated to inspect the Customer's electrical property and assumes no liability for the condition of, or resultant damage or injury from, the Customer's electrical property.

5.1.3 Access to and Care of District Property

The District shall have the right, through its employees or other agents, to enter upon the premises of the Customer at all times for the purpose of reading, inspecting, repairing or removing the metering devices, appliances and wiring owned by the District. The Customer shall provide space for, and exercise proper care to protect District property on the Customer's premises. Such property shall include, but is not limited to, meters, instrument transformers, wires and other facilities installed by the District. In the event of damage to District property, the Customer, owner, or person in control will be presumed to be liable for the cost to repair or replace District property, which is damaged or destroyed. If power diversion has occurred, the District may recover additional costs, expenses, and damages as provided under Customer Service Policy 2.14 or other applicable law. Additionally, the Customer shall have such rights to conferences with District personnel as are provided in Customer Service Policy 2.14.

5.1.4 Customer Responsibility

Nothing in these Policies shall be construed as placing upon the District any responsibility for the condition of the Customer's wiring or equipment, and the District shall not be held liable for any loss or damage resulting from defects in the Customer's installation and shall not be held liable for damage to persons or property arising from the use of the service on the premises of the Customer.

5.1.5 Separate Services

The District will not totalize metering of separate services. Where the District contracts to furnish separate transformers to provide multiple services or multiple voltages for the mutual benefit of the District and the Customer, metering and billing shall be either by separate services at low voltage or consolidated at high voltage and include transformation losses.

Separate Customers shall have separate metering and separate accounts, subject to the conditions set forth in Section 2.1.1. The District will not allow two or more separate customers to combine or totalize metering.

5.1.6 Backup and Maintenance Power

Backup power and maintenance power will be provided by the District upon request, to Cogeneration and Small Power Production Facilities as defined under the Public Utilities Regulatory Policies Act of 1978. The District shall provide excitation power during interconnected parallel operations with Cogeneration and Small Power Production Facilities of 100 kW or less.

5.1.7 Station Service - Customer Owned

Station Service Power for Customer-owned generating facilities will be provided by the District only when the facility is not generating power.

5.2 SERVICE LATERAL AND POINT OF CONNECTION

The route of the service and the location of the service connection and metering equipment shall be determined by the District. Any wiring not complying with these Policies and installed without first determining the location of the service connection and/or meters will have to be brought into compliance with these Policies upon notification by the District.

5.2.1 Overhead Service Laterals

- A. For overhead service, the service entrance shall be so located that the service wires installed by the District will reach the service entrance by attachment at one location only on the building.
- B. The point of service attachment of an overhead service on the building shall be of sufficient height to provide the required ground clearance for service drop conductors. A service mast or other approved structure to terminate service conductors or reinforcement of the building for adequate anchorage shall be provided and installed by the Customer or his contractor. The District will supply, for installation by the Customer, anchor bolts for service attachments to concrete, masonry, or other buildings where necessary.
- C. Only one set of service entrance conductors will be connected to any one overhead service drop except by special approval of the District.
- D. The District will supply and install, as part of the Customer extension costs, meter poles for overhead services.
- E. Permission must be obtained before attachments are made to District owned poles and meter poles. Attachments to District owned poles shall be done strictly in accordance with District specifications.

5.2.2 Underground Service Laterals

- A. In general, a building or other premises will be supplied through only one underground service lateral. Where the use of multiple service entrance conductors is necessary, the means and location of connection to the underground service lateral shall be determined by the District.
- B. The Customer is responsible for trench, conduit, sand bedding and backfill in accordance with District specifications.
- C. Where conductors are buried directly in the earth, supplementary mechanical protection may be required by the District.
- D. Each underground installation shall be in accordance with specifications and drawings available from the District.

5.3 SERVICE ENTRANCE INSTALLATION AND EQUIPMENT

5.3.1 Responsibility of Customer/District

All service entrance equipment, instrument transformer enclosures, meter enclosures, meter sockets, conduits and raceways are the responsibility of the Customer and shall be of a type approved by the District. The instrument transformers secondary circuit conductors will be supplied and installed by the District.

5.3.2 Wiring

Where metering equipment and the designated Demarcation Point are one and the same, all wiring on the line side of the metering equipment shall be installed by the District according to District Construction Standards. When metering equipment is located elsewhere, the Customer shall provide and install all wiring between the Demarcation Point and the metering equipment with said installation subject to the provisions of Section 5.1.2. When the use of multiple conduits is necessary, the weatherheads shall be grouped such that none is more than 18 inches from the point of service attachment on the building.

5.3.3 Protective Devices

Suitable protective devices on the Customer's premises may be required whenever the District deems such installation necessary to protect its property or that of its other Customers.

The District may require installation of reduced voltage starting equipment by the Customer in cases where across the line motor starting would result in excessive voltage disturbances to other Customers or to the District's system. The District will furnish the Customer with written motor starting requirements based on the motor horsepower information given at the time of formal application for service. These requirements will be furnished only to the Customer. Construction and/or energization of District Facilities to serve motor loads will not occur until the Customer acknowledges receipt of said requirements by signing and returning the motor starting requirements letter.

5.3.4 Protective Equipment on Motor Installations

On motor installations, adequate relays or other approved protective equipment to guard any and all motors against damage due to excessive under voltage and to protect three-phase motors against damage from single-phasing operation shall be the responsibility of the Customer. Three-phase motors equipped for restarting after a service interruption should be protected against any line condition resulting in single-phase service to the motors (single-phasing). Automatic restarting on 50 HP and larger motors must be approved by the District prior to installation.

It is recommended that three thermal over-current devices (for three-phase motors) and, in addition, dual element time delay fuses or circuit breakers of suitable rating be installed as minimum protection.

5.3.5 Service Connection

Service connections will be made only after it has been determined District Construction Standards have been met and the Customer's electrical equipment/installation has been approved by a Washington State Electrical Inspector. Said equipment must display the State of Washington "Safe Wiring Decal", legibly filled out and readily accessible.

5.4 METER LOCATIONS

5.4.1 Placement of Meters

The District encourages placement of meters at the designated Demarcation Point. In any event, meters or metering equipment shall be placed in locations that allow free and safe access for installing, removing, testing, and reading. Metering equipment shall not be installed over open pits,

moving machinery or hatchways. There shall be ample clearance from any such openings or hazardous locations and there shall be at least three (3) feet of unobstructed space between the nearest point of said metering equipment and any obstructions.

- A. Metering for residences shall be installed on the outside of the building, not enclosed, and readily accessible for meter reading and maintenance. (See Section 5.4.7)
- B. Metering equipment for commercial and industrial service shall be installed on the outside of the building in accordance with Section 5.4.1.A (above) except where prior approval of other locations has been granted by the District.
- C. Metering equipment for Irrigation service shall be outside of any buildings and may be installed on the District's transformer pole when such installation will provide improved access to the metering.

5.4.2 Meter Height Requirements

Meter bases or meter enclosures shall be located at such a height that the center of the meter when installed will not be more than six (6) feet, nor less than five (5) feet above finished grade, an accessible permanent platform or landing; except as follows:

- A. Meters for a special application may be installed at a height of less than five (5) feet in power rooms, if installed in a factory-built, metal cabinet approved by the District before fabrication.
- B. Outdoor factory-built multiple meter load centers for multifamily apartment buildings having seven (7) or more meters may be installed with up to four (4) vertical rows of meter sockets. (See Section 5.4.6) Mounting height shall be established by consulting with the District before proceeding with each such installation. The Customer shall plainly and permanently mark each meter location designating the portion of the building it serves before the service is connected.
- C. Meter height shall be measured from finished grade in meter pole applications.
- D. Meters on underground systems may be installed less than five (5) feet above finished grade at pad-mount transformer locations or in pedestals approved for the purpose.
- E. Where a written variance has been obtained from the District.

5.4.3 Line Side/Load Side Placement of Equipment

Metering equipment shall be installed on the line side of the main service switch or service panel, except on multiple meter installations where a main disconnecting means is required by Code. When meters are installed on the load side of the main disconnect as indicated above, they shall be installed on the line side of the individual subservice disconnect. The meters shall be connected directly to the main disconnect or through a bus gutter suitable for sealing. The Customer shall plainly and permanently mark each meter location, designating the portion of the building it serves before the service is connected.

5.4.4 Conditions Adversely Affecting Meters

Meters shall be installed in locations free from vibrations, condensation, or where live steam or hot liquids are used. They shall not be installed where such conditions exist which would adversely affect their operation. Metering equipment shall be located so it will not be in the path of water from eaves, rainspouts, or drains.

5.4.5 New Installation - Instrument Transformers

On new installations, meters used in connection with instrument transformers shall not be separated from the instrument transformer enclosures by a wall or partition. Secondary circuits of instrument transformers shall not be run in the same conduit or raceway with any other circuits. (See 5.5.5)

5.4.6 Placement of Meter Bases

There shall be a minimum of four (4) inches clearance between the meter base and service switch enclosure and/or any physical obstruction which might interfere with the installation of the meter or use of a test jack in the meter base.

Where a subdivision of the service requires the use of more than one meter, the meters shall be grouped and the space between sockets shall be not less than three (3) inches. On initial construction ganged meter troughs having two (2) or more meter sockets should be the bussed type.

5.4.7 Meter Violation

When any changes, alterations, additions or obstruction are made on the Customer's premises resulting in violation(s) of these meter requirements, the Customer shall correct the violation(s) at his expense or pay a monthly meter obstruction fee until said violation is corrected, refer to fee schedule.

5.5 METERING EQUIPMENT

5.5.1 Standards for Metering Equipment

The District's Transmission and Distribution Divisions establish standards for metering equipment. The Customer's compliance with such standards shall be a condition of service.

5.5.2 Demand Metering

District Rate Schedule 3 Customers shall have suitable demand meters installed if the billing horsepower is 300 horsepower or more. Other rate schedule Customers shall have suitable demand meters installed if the maximum demand is expected to be 100 kW or more.

5.5.3 Power Factor Metering

The District shall install reactive (Power Factor) metering on all Large Service loads expected to operate such that the power factor will be below 95% lagging or leading. Nothing in the above shall preclude the District from installing reactive metering on any service, regardless of rate schedule or demand, when deemed necessary by the District. Meters for measurement of reactive power shall have registers for both leading and lagging power factors for the purpose of billing demand adjustments.

5.5.4 Pulse Metering Data Connection

Upon written request and execution of a letter agreement, the District will install and maintain Current Transformer (CT) metering, capable of KYZ output, as defined by District Construction Standards for Industrial and Large General Customers subject to the following terms conditions:

1. The Customer shall be responsible for paying in advance, all of the District's estimated costs for labor, materials, overheads and equipment needed for the installation and upon demand shall promptly reimburse the District for all repairs and maintenance costs incurred by it from time to time.
2. The District will not synchronize the KYZ output to the meter demand timing.
3. The District will retain ownership of all meters and equipment installed by it.

4. The Customer shall be solely responsible for installation, operation, and maintenance of data logging equipment from the Districts installed isolation relay(s). The Customer shall also provide voltage potential for the data logging equipment.
5. The Customer's communication equipment from the isolation relay(s) to the Customer's data logging equipment must be approved in advance by the District.
6. District shall have the right to work on the meter, including de-energization, without notice to or permission by the Customer. In the event the meter is removed and/or replaced, the District may attempt, but will not guarantee, reconnection at the isolation relay(s).
7. The District shall have no liability whatsoever or for any damages of any type to Customer resulting from or arising from the installation, operation or use of the KYZ output or from any malfunction thereof.

5.6 INTERCONNECTION OF CUSTOMER-OWNED NET METERING SYSTEMS

District will allow net metering systems meeting the District's Construction Standards to interconnect on a first-come, first-served basis to the District's distribution system under the following terms and conditions:

5.6.1 Application, Fees and Agreement

Customer shall submit a Net Metering Application to the District prior to installing the generating facility along with an application fee, refer to fee schedule. Upon the District's approval of the Customer's Net Metering Application, Customer shall sign a Net Metering Interconnection Agreement. After District's approval of the Net Metering Interconnection Agreement, Customer may at Customer's expense install the approved Net Metering System or modify as necessary or directed by the District Customer's generating facility in existence on Customer's property prior to the date these policies were enacted.

5.6.2 Certification of Completion

Upon the Customer's completion of the Net Metering System installation or modification, the Customer shall submit to the District a Certificate of Completion on a form provided by the District. Such form shall include evidence of inspection and approval of the Net Metering System by the State Electrical Inspector. Interconnection work to the District's distribution system will commence following receipt of the Certificate of Completion.

5.6.3 Unauthorized Connections

For the purposes of public and employee safety, any non-approved generation interconnections discovered will be immediately disconnected from the District's system.

5.6.4 Metering

The District shall install a kilowatt-hour meter, or meters as the installation may determine, capable of registering the bi-directional flow of electricity at a level of accuracy that meets all applicable standards, regulations and statutes. If the District requires separate metering to measure the energy produced by the generating facility, such equipment shall be installed at the Customer's expense.

5.6.5 Future Modification or Expansion

Prior to any future modification or expansion of the Customer-owned generating facility, the Customer will obtain District approval. The District reserves the right to require the Customer, at the Customer's expense, to provide corrections or additions to existing electrical devices in the event of modification of government or industry regulations and standards.

5.6.6 District System Capacity

The cumulative generating capacity of net metering systems shall be limited to 0.25% of the District's peak demand during 1996. Additionally, interconnection of Customer-owned generation to individual distribution feeders will be limited to 10% of the feeder's peak capacity. Additional generation interconnection to individual distribution feeders may be allowed beyond these stated limits at the District's discretion.

5.6.7 Customer Owned Protection

It is the responsibility of the Customer to protect their facilities, loads and equipment and comply with the requirements of all appropriate standards, codes, statutes and authorities. The Customer's Net Metering System must include, at the Customer's expense, all equipment necessary to meet applicable safety, power quality, and interconnection requirements established by the National Electrical Code (NEC), National Electrical Safety Code (NESC), the Institute of Electrical and Electronics Engineers (IEEE), Underwriters Laboratories (UL).

5.6.8 Interconnection Costs

Customer shall be responsible for all additional costs above and beyond the application fee, if any. Such costs will be based on actual costs, including overheads. For example additional costs may be incurred for transformers, production meters, and District testing, qualification, and approval of non UL 1741 listed equipment.

6.0 METER READING, BILLING AND COLLECTING

6.1 METER READING

Meters will normally be read monthly, except for Customers served under Rate Schedule No. 3, Irrigation Service, where meters will be read during the irrigation season.

If for any reason a reading cannot be obtained, the billing may be based on estimating energy use and demand, and subject to later correction.

The District will deploy technology to read, connect and disconnect meters. The deployed technologies are the District's standards. If you decline to adhere to the District's standards, refer to fee schedule.

6.2 ADJUSTMENT OF BILLING ERRORS

The District may adjust any billing when it has been determined that an error in billing has been made and a correction is in order. The District may revise such bill on the basis of the best evidence available.

6.3 BILLING PERIODS

The normal monthly billing period is 30 days. However, due to weekends and holidays, monthly billing periods may range from 26 to 34 days. Monthly charges for shorter or longer periods will be prorated on the basis that such fractional period bears to 30 days.

At the District's discretion, closing and opening reads may be prorated from the nearest read - either before or after the transaction date. The meter reading may also be provided by the Customer, subject to verification.

6.4 NON-METERED SERVICE

Non-metered service may be supplied when the connected load is known and average monthly energy consumption can be accurately calculated.

6.5 TRANSFER AND SPECIAL READINGS

When the District allows special readings due to unusual conditions, special procedures shall be used for billing purposes.

6.6 DETERMINATION OF DEMAND

Where the District rate is based on kW demand, the Metered/Billing Demand shall be calculated to the nearest thousandth (0.001) of a kW. Inaccurate demand readings caused by meter failure or loads with constantly changing demands may require the demand to be calculated by the District, taking into consideration installed capacity necessary to serve the load and abnormal effects on the District's system. Power factor metering data (if available) and/or the load history or load checks would also be used to compute the demand.

The District shall, if requested by Customer in advance, waive demand reads in one two-hour period for the sole purpose of Customer testing equipment. The District will not waive demand reads for this purpose more than one time in any 12-month period.

If monthly demand charges are based on Customer's highest demand, as provided by the District's then applicable rate schedule, a number of such recording periods equal to the first two hours

following a system outage, not related to a failure in the Customer's Facility, shall be disregarded if requested by Customer.

6.7 PAYMENT

All monthly bills for service rendered and minimum charges are due and payable when rendered and become delinquent if not paid within 25 days.

6.8 RETURN CHECK FEE

A return check fee may be assessed to a Customer's account for which payment has been received by any check or legal tender which is subsequently returned to the District by the bank, refer to fee schedule.

6.9 PAYMENT OPTIONS

Customers may make payments to the District by cash, check, credit cards, debit cards, automated checking and savings account withdrawal and other District approved electronic means.

6.10 LEVEL BILLING PLAN

Domestic Service and General Service Customers may request to have a level billing plan. Monthly payments are due even if the account reflects a credit balance. Level billing plan accounts are subject to all other applicable articles of these policies. Copies of the District's level billing plan option is on file and is available upon request.

6.11 LATE PAYMENT CHARGES

If payment hasn't been received by the District on or before the due date, a late payment fee shall be assessed on the unpaid balances, refer to fee schedule.

6.12 ACCOUNT SERVICE CHARGE

During the District's normal business hours, an account service fee will be made for a service transfer or a turn on, refer to fee schedule.

6.13 AFTER-HOURS FEE

Any Customer requested service connection or disconnection made after 4:00 p.m. or before 8:00 a.m. will incur an after-hours fee, refer to fee schedule.

6.14 DEPOSITS

Deposits are required for all Customers. If the Customer fails to comply with or make any of the payments required by the District, or fails to maintain other security in lieu of a cash deposit the Customer will not be provided service or may be disconnected in accordance with the District's disconnect for non-payment policy. The full amount of the deposit, plus the disconnect for non-payment fee, will be required prior to turning the service back on.

6.14.1 Current Credit Rating

Credit activity for every Customer account is rated via a point system. Prior to any deduction, each account has a Current Credit Rating of 1,000. Credit activity at any service under the account may affect the credit point total.

Deductions will remain in effect for 12 months from the date incurred for Domestic Services and 18 months for all other services unless otherwise noted.

Customers will return to a credit rating score of 1,000 when all adverse credit activity deductions have expired according to the above schedule.

6.14.2 Interest on Deposits

Deposits will earn interest and will be calculated and accrued monthly.

6.15 NEW OR ADDITIONAL DEPOSIT REQUIREMENTS

The District may require a new or additional deposit for Customers whose service(s) experience significant electrical load changes or develop credit problems.

ADEQUATE ASSURANCE OF FUTURE PAYMENT

When a Customer files a bankruptcy petition, the Customer's existing service(s) will be closed and new service(s) established. If any of the Customer's accounts are delinquent at the time of such filing, the District may require a new or additional deposit or other adequate assurance of future payment pursuant to 11 USC Section 366. Payment of the deposit or other assurance of future payment will be required within twenty (20) days of the date of the order for relief as provided in 11 USC Section 366.

6.16 TERMINATION OF SERVICE

Upon termination of service, the District will refund to the Customer the amount currently on deposit plus accumulated interest after deducting all amounts due the District.

6.17 DELINQUENCY-DISCONTINUANCE OF SERVICE

6.17.1 Right to Disconnect

The right to discontinue service when delinquent may be exercised whenever and as often as delinquency shall occur and neither delay nor omission on the part of the District to enforce this rule at any one or more times shall be deemed as a waiver of its rights to enforce the same at any time, so long as the delinquency continues.

Except where prohibited by law, the District reserves the right to refuse, to limit or to disconnect service to any Customer having a delinquent balance and may transfer the delinquent balance to the Customer's active account for collection purposes.

The Customer Service Representative may make payment arrangements with the Customer for a payment schedule for the bill. However, the District shall not be required to enter into a payment schedule with a Customer who has not fully and satisfactorily complied with the terms of a previous payment schedule.

6.17.2 Due Process

Except in the case of emergencies and exceptional circumstances, as determined by the District, notice will be given to the Customer or occupant warning of discontinuance of service to allow the opportunity for reconciliation of an account and cancel a disconnect for non-payment.

6.18 DISCONNECT FOR NON-PAYMENT

This section will apply to all disconnects for non-payment except as otherwise specified.

6.18.1 Disconnect Fee

Whenever service has been ordered disconnected for non-payment or fraudulent use and a service call has been made, a disconnect fee will be charged to the account, refer to fee schedule. The disconnect fee may be waived for Customers who under Washington law qualify for medical or public assistance and when reconnection payment is funded by a private, non-profit funding agency subject to 501(C)(3) tax exemption.

For re-connection outside of the District's normal business hours for services that have been disconnected for non-payment (refer to Section 6.13).

6.18.2 Moratorium

The District's disconnect for non-payment policy is set forth in Section 6.18 and shall be subject to the requirements of RCW 54.16.285.

6.19 LANDLORD/TENANT ARRANGEMENTS

Landlords of rental residences may arrange with the District for service to the designated rental to remain energized and to be transferred to the landlord when tenants request termination of service by signing up for Landlord Service. The landlord shall be responsible for any basic charges and energy consumption prior to the transfer of the service to a new tenant.

In most cases where the Landlord is the Customer and requests termination of service to a rental residence or fails to pay for such service, the District will notify the tenant by hanging a door tag stating that the tenant has five (5) days to put the account into their name and the Landlord will be assessed a fee, refer to fee schedule. Requests for termination of utility service by a landlord, for the purpose of evicting a tenant, is prohibited by RCW 59.18.300.

6.20 ELIGIBILITY FOR SPECIAL LOW INCOME RATE DISCOUNTS

The District offers a Low-Income Senior Citizen rate discount and a Low-Income Disabled rate discount for qualifying residential Customers as defined in Rate Schedule 1.

To be eligible for either of these rate discounts, the total household income including Customer's spouse or co-tenant must be equal to or less than 150% of the poverty guidelines as updated periodically in the Federal Register by the U.S. Department of Health and Human Services under the authority of 42 U.S.C. 9902(2).

Eligibility requirements for low income rate discounts are as follows:

- A. **LOW INCOME SENIOR CITIZEN DISCOUNT:** In addition to meeting the household income eligibility criteria as stated above, Customer must be 62 years or older prior to or during the month in which the discount will be applied.
- B. **LOW INCOME DISABLED DISCOUNT:** In addition to meeting the household income eligibility criteria as stated above, Customer must obtain certification from a Physician or Mental Health Professional that Customer meets the disability criteria defined in RCW 74.18.020, RCW 71A.10.020 or RCW 46.16.381. Such certification must be on the District's approved form.

Only one low income rate discount shall be applied to Customer's account regardless of whether they qualify for both rate discounts. Rate discounts will be applied only to the residential service serving as the Customer's primary dwelling. Eligibility will be verified in writing by either District staff, Department of Social and Human Services or other District-approved assistance agency.

The District may require Customers enrolled in low-income rate discount programs to verify that they continue to meet eligibility criteria. Customers unable to verify eligibility requirements within 30 days of the District's request will be removed from the rate discount program.

Each applicant will be encouraged to apply for a home energy audit at no cost.

6.21 NET METERING BILLING

Pursuant to RCW 80.60.030, Customers participating in the District's Net Metering Program shall be billed and credited in accordance with the following:

- A. The District shall measure the net electricity produced or consumed by the Customer during each billing period, in accordance with normal metering practices.
- B. If the electricity supplied by the District exceeds the electricity generated by the Customer and fed back to the District during the billing period, or any portion thereof, then the Customer shall be billed for the net electricity supplied by the District together with the appropriate Customer charge paid by the Customers of the District in the same rate class.
- C. If the electricity generated by the Customer and distributed back to the District during the billing period, or any portion thereof, exceeds the electricity supplied by the District, then the Customer shall be:
 - 1. billed for the appropriate Customer service charge as other customers of the District in the same rate class for that billing period; and
 - 2. credited for the net excess kilowatt-hours generated during the billing period, with this kilowatt-hour credit appearing on Customer's bill for the following billing period
- D. On April 30th of each calendar year, any remaining unused kilowatt-hour credit accumulated by the Customer during the previous year shall be granted to the District, without any compensation to the Customer.
- E. Customer shall pay any amount owing for electric service provided by the District in accordance with applicable rates and policies. Nothing in this Section shall limit the District's rights under applicable Rate Schedules, City Ordinances, Customer Service Policies, and General Provisions.

6.22 RENEWABLE ENERGY SYSTEM COST RECOVERY

Customers participating in the District's Net Metering Program may be eligible each fiscal year for an investment recovery incentive for each kilowatt-hour generated by the Customer provided Customer complies with RCW 82.16.120 the meets the following requirements:

- A. The Customer must have a customer-generated electricity renewable energy system installed on its property; and
- B. The electricity produced by Customer must meet the definition of "customer-generated electricity" and that its renewable energy system produces electricity in accordance with the provisions of RCW 82.16.120 and
- C. Before submitting for the first time an application for the incentive allowed under this policy, the Customer shall first submit to the Washington Department of Revenue (DOR) and to the climate and rural energy development center at the Washington State University, a certification in a form and manner prescribed by the DOR: and

- D. By August 1st of each year, Customer shall submit an application for the incentive to the District in a form and manner prescribed by the DOR and
- E. Within sixty days of receipt of the incentive certification the District shall notify the Customer in writing whether the incentive payment will be authorized or denied; and
- F. Incentive payments will be in the form of a check to the Customer. No incentives will be paid for kilowatt hours generated before July 1, 2005, or after June 30, 2020; and
- G. District incentive payments shall be calculated in accordance with the provisions of RCW 82.16.120 (4) and not to exceed \$5,000 per year for each eligible individual, household, business or local government entity as set forth in RCW 82.16.120 (5)(a).
- H. The total credit under this program shall be disbursed on a first come first serve bases and limited as stated in RCW 82.16.130. "The credit under this section for the fiscal year shall not exceed one-half percent of the businesses' taxable power sales due under RCW 82.16.020(1)(b) or one hundred thousand dollars, whichever is greater."

7.0 STREET LIGHTING SERVICE

7.1 AVAILABILITY

Street Lighting Service will be made available in accordance with Rate Schedule 6, Street Lighting Service and the terms and conditions of these Customer Service Policies, as they now exist or may be hereafter amended.

7.2 SPECIFICATIONS

For qualified applicants, the District will provide and install a system of unmetered street lighting facilities for dusk to dawn operation. Conventional Street Lighting consists of overhead or underground conductors with mast arms and luminaries mounted on wood, concrete, or metal poles. Decorative Street Lighting units consist of a decorative post and two decorative arms, each with a single acorn globe. Modified arm units consist of two decorative arms, each with a single acorn globe, modified to fit on existing street light standards. When street lights are installed, the Customer shall pay a monthly charge based on the facilities provided as specified in Rate Schedule 6.

7.3 LINE EXTENSION POLICY - STREET LIGHTS

The District will construct and supply the necessary lighting equipment to include single-phase transformers and secondary voltage facilities to effect delivery of street lighting service upon written request and authorization from qualifying customers. Primary facilities that do not qualify as an Area Feeder and are installed by the District to provide power for the aforementioned secondary facilities, shall be provided in accordance with Line Extension Policy, Section 4.0 and the appropriate Line Extension Fee paid by the Customer.

7.3.1 Underground Service to Street Lights

Underground Service will be provided where practicable. The Customer is responsible for trenching, conduit, sand bedding and backfilling. For decorative street lighting, the Customer shall also supply and install any mounting bases required. If the District provides the trenching, the full cost will be charged to the Customer at the time of construction.

7.4 TERMINATION OF SERVICE

The Customer shall continue to pay for service to all types of street lights until such time as a written request for termination, signed by an authorized individual, is received by the District. Upon termination the Customer shall pay a Termination Charge reduced by; (a) 20% for Conventional Street Lighting; or (b) 5% for Decorative Street Lighting, for each full twelve (12) month period since installation of the facilities.

7.5 CONTINUITY OF SERVICE

The District does not guarantee continuity of service and shall not be liable for any interruption of street light service or damage resulting therefrom which is caused by vandalism, normal equipment failure, accidents, acts of God, unavailability of power supply to meet District's load requirements, the necessity for making repairs or changes in the District's equipment and facilities, or by any other cause reasonably beyond the District's control.

The District has determined it is not cost effective or practicable to patrol at night to find street lights that are not functioning properly and/or are damaged. Because of this the District depends on the Customer and the general public to notify the District that street lights are not functioning properly

and/or are damaged. The District will, within a reasonable time after notification, make necessary repairs to restore street lighting service.

8.0 LARGE SERVICE

The Policies contained in this Section are applicable to the following Large Customer Service Rate Schedules only:

Schedule No. 07	Large General Service
Schedule No. 14	Industrial Service
Schedule No. 15	Large Industrial Service
Schedule No. 16	Agricultural Food Processing Service
Schedule No. 85	Agricultural Food Processing Boiler Service
Schedule No. 94	New Large Load Service

8.1 NEW SERVICE

A Large Service Application must be completed providing all specified project details. The Customer must pay a nonrefundable application fee (see Fee Table) based on the size of service before the application can be processed. Customers must reapply if application is inactive or cancelled. General applications have priority over Evolving Industry applications.

8.2 CUSTOMER RESPONSIBILITIES

The Customer shall comply with the following in accordance with District specifications.

The Customer shall design and construct their facilities in accordance with applicable local, state and national codes.

The District has approval authority on the design of these facilities:

1. Metering
2. First protective device downstream from Demarcation Point.

The Customer shall provide a perpetual easement or a fee simple site for all District facilities required to serve the Customer.

8.3 FACILITIES

The District will supply service at secondary voltage, 13.2kV, 115kV, or 230kV utilizing a three phase interface point for common connection and metering.

The District will establish the Demarcation Point.

8.4 CONNECTION COST - LARGE SERVICE

Customers proposing to add new load must sign a Connection Agreement and pay Connection Costs. Connection Cost is subject to true up.

Should the Customer cancel the project, the Connection Cost may be refunded - minus District costs/expenses incurred or committed to the project prior to the date official notice of project cancellation is received.

8.5 REDUNDANT FACILITIES - LARGE SERVICE

The need for redundant capacity is generally driven by the Customer's requirement for an increased level of electric service reliability or as a hedge against the loss of any Customer owned service (backup generation) or District service. The provisions of this section shall not change or alter in any way the District's obligations or limitations of liability provided in Section 2.5.

- A. Redundant Service – The Customer will be required to sign a Connection Agreement and pay the marginal cost for the Redundant facilities. District provides three types of service:
 - a. Redundant Distribution – Provides service with an additional distribution Feeder to the Customer site.
 - b. Redundant Transformer – Provides service with an additional Substation transformer capacity. The Customer shall pay a monthly charge per Fee Schedule for all redundant capacity, including any minimum redundant capacity amount, beginning when the capacity becomes available for service.
 - c. Redundant Transmission – Provides service of additional transmission line sourced from different transmission yard breaker.

8.6 TEMPORARY USE OF MOBILE SUBSTATION

The District may make available temporary use of a mobile substation to serve Customer loads pending improvement/expansion of District substations and other facilities. Such use will be limited to the following conditions:

- A. The Customer load must be served from a substation that is physically able to house the mobile substation and is otherwise of sufficient size for the construction of the new facilities.
- B. Customer must make advance payment of the Connection Cost required by the District's Customer Service Policies.
- C. Customer must make advance payment of all costs related to moving the mobile substation into position for the Customer's use and all costs to remove the mobile substation after the permanent substation facilities become available for the Customer's use.
- D. Customer must execute an agreement providing for:
 - 1. Customer's payment of any additional O&M costs which may be incurred by the District as a result of having the mobile substation in service for the sole use of the Customer. The District will determine this charge and will periodically adjust it as required to offset these costs;
 - 2. The right of the District to de-energize and remove the mobile substation at any time when the District in its sole discretion determines that such action is necessary or desirable to protect the District's interests. The District must always have at least one mobile substation available in ready reserve to respond to other District needs;
 - 3. Reimbursement to the District for all costs to remove and re-install the mobile substation in the event the District requires the relinquishment of the mobile substation. The Customer's responsibility for these costs will be the delta between actual costs and the costs the District would have incurred to move the mobile from its place of storage to the point of emergency use and back; and

4. Customer's agreement to maintain a load on the mobile substation at or below the load the District determines is appropriate. The District may allow full use or reduced loads, at its discretion, in order to avoid overloading the mobile substation. The maximum load allowed may vary with the season and the location of the load.
- E. The District will allow use of its mobile substation on a "first-come-first-served" basis. First come-first served means that the first Customer to request the use of the mobile substation and to meet all of the District's requirements will be the first Customer served by the mobile substation.
- F. Use of the mobile substation to meet Customer loads on a temporary basis is restricted to the time it takes to provide permanent facilities to meet the Customer load. The District will review the situation after six months to determine the condition of the mobile unit. If the District determines that the mobile unit is being placed at risk by continuing the temporary use, the District shall require that the Customer cease using the unit.