

RECONNECTION AUTHORIZATION FORM

All sections of this form must be completed.

SECTION A – OWNER/TENANT DECLARATION

Name: _____ Customer I.D.* _____
**FortisAlberta Inc. PLT to confirm*

Address: _____

Site ID Number: _____

City/Town: _____ Province: Alberta Postal Code: _____

Telephone: Residential: _____ Cell: _____ Business: _____

I, the undersigned, in consideration of FortisAlberta Inc. reconnecting the electrical service, hereby: (1) represent and warrant to FortisAlberta Inc. that I have powers and authority of ownership; (2) acknowledge that I have read the Temporary Disconnection/Reconnection of Electrical Service Procedure; (3) acknowledge that I have instructed FortisAlberta Inc. to reconnect the electrical service; (4) acknowledge and agree that FortisAlberta Inc. assumes no liability, obligation nor responsibility for the adequacy and/or safety of the work performed on the electrical service and/or for any loss, damage and/or injury that may result from reconnection of the service; (5) on behalf of myself and my heirs, representatives and successors, remise, release and forever discharge FortisAlberta Inc. and its officers, directors, employees, agents, representatives, insurers and successors (collectively, the "Releasees") of and from any and all actions, causes of action, claims, counterclaims, demands, damages, costs, expenses and compensation of any kind which I have, or may have in the future, in any way resulting or arising from the work performed on the electrical service and/or reconnection of the electrical service; and (6) covenant and agree to indemnify and hold harmless the Releasees for all losses, damages, costs and expenses which may be suffered as a result of the work performed on the electrical service and/or reconnection of the electrical service.

Date: _____ Owner/Tenant Signature: _____

PLEASE NOTE: FortisAlberta Inc. and its customers are bound by the current customer terms and conditions of distribution access service, a copy of which is available on the FortisAlberta website (www.FortisAlberta.com).

SECTION B – SERVICE DETAILS

This section shall be completed by the person performing the work. Both old and new service type must be checked.

Category of Service: Residential Farm Commercial

Type of Service: Overhead Underground

OLD: Rating: Single Phase Three Phase Amperage: _____

Description of service equipment damaged and/or replaced (*check as required*):

_____ Service Mast Damage
Meter Socket Damage
Main Switch Damage

NEW: Rating: Single Phase Three Phase Amperage: _____

SECTION C – ELECTRICIAN/OWNER DECLARATION

This section shall be completed and signed by the person performing the work.

Electrician**: _____ Registration Number: _____
*Owner/Tenant to confirm****

Address: _____

City/Town: _____ Province: Alberta Postal Code: _____

Telephone: Residential: _____ Cell: _____ Business: _____

** Check this box if the work was performed by the owner described in Section A:

I, the undersigned, hereby certify to FortisAlberta Inc. and to the owner that:
(1) only repair work to correct the damage identified above has been performed on this electrical service; and
(2) no change was made to the ratings and/or characteristics of the electrical installation (*strike this line if not applicable*);
and
(3) the work referenced above has been completed and conforms in all aspects with applicable codes, standards and regulations including, without limiting the generality of the foregoing, the *Safety Codes Act* of Alberta.

Date: _____ Signature: _____

*** *PLEASE NOTE: The owner/tenant is responsible for confirming the electrician's registration number. It is in the owner/tenant's best interests to confirm the electrician's registration number.*

Purpose:

This procedure outlines the actions to be taken by owners and electrical contractors when performing planned or unplanned repair work on electrical services.

Scope:

This procedure applies to all owners and all electrical contractors, their employees and sub contractors when working on electrical services that are or will be supplied from FortisAlberta Inc. Electrical contractors are responsible for ensuring the information in this procedure is communicated to their employees and sub-contractors.

Permit:

A permit in the electrical discipline is required to install, alter or add to an electrical system. Some exceptions apply, as per the Safety Codes Act (Alberta), Permit Regulation, section 8(2).

Definitions:***In this procedure:***

- electrician means a person who holds a trade certificate or equivalent in the electrician trade acceptable under the Apprenticeship and Industry Training Act (Alberta);
- owner includes a lessee, a person in charge, a person who has care and control and a person who holds out that the person has the powers and authority of ownership or who for the time being exercises the powers and authority of ownership;
- permit issuer means a safety codes officer or a person designated to issue permits pursuant to section 44 of the Safety Codes Act (Alberta);
- planned/unplanned work (no permit required) means electrical repair work on customer-owned equipment where the failed equipment must be repaired or replaced without modifying the ratings or characteristics of the electrical installation; and
- planned/unplanned work (permit required) means electrical repair work on customer-owned equipment where the failed equipment must be replaced and modifies the ratings or characteristics of the electrical installation.

Procedures:

All planned or unplanned work must be carried out by a qualified electrician or as required under article 9(1) of the Permit Regulation document AR 204/2007. It is in the owner's best interests to confirm the electrician's registration number.

Disconnection of Service

- The disconnection of service must be arranged with FortisAlberta Inc. by contacting 310 WIRE (i.e., 310 9743).
- An electrician may request FortisAlberta Inc.'s permission for such electrician to temporarily disconnect a customer's service for maintenance. FortisAlberta Inc. may, at its discretion, grant such permission if the electrician has: (1) identified the customer name and meter number of the service to be disconnected along with expected reconnection date and time; (2) confirmed that the electrician has been trained by FortisAlberta Inc. in the disconnection of electrical service; and (3) acknowledged that such disconnection by the electrician and maintenance by the electrician are at the electrician's sole risk.

Reconnection of Service

- Reconnection of service must be arranged with FortisAlberta Inc. by contacting 310 WIRE (i.e., 310 9743).
- An electrician who disconnected the service by removing the meter, may re-install the same meter after receiving prior approval from Fortis Alberta and installing a contractor meter seal. Should the disconnection be completed by the electrician at the weatherhead, Fortis Alberta MUST do the reconnection.
- For planned/unplanned work on an electrical service where the ratings of the equipment has been modified and requires a permit, the permit must be provided to FortisAlberta Inc. prior to the reconnection.
- Should it be impractical to obtain a permit (i.e., weekend, statutory holiday or after normal hours) for unplanned work, FortisAlberta Inc. may, at its discretion, reconnect without a permit. In this case, the owner and the electrician must sign a Reconnection Authorization Form releasing FortisAlberta Inc. from any and all liability for loss, damage or injury which may be suffered as a result of the reconnection.
- When service is reconnected without a permit from an approved permit issuer, the electrician or owner must obtain a permit and forward same to FortisAlberta Inc. on the next business day where practical (otherwise, as soon as possible thereafter).
- Failure to obtain a permit and forward same to FortisAlberta Inc. as noted above may result in customer notification and disconnection of service.
- For planned/unplanned repair work on an electrical service where the ratings of the equipment has not been modified, and a permit is not required, FortisAlberta Inc. may, at its discretion, reconnect service without a permit if the owner and, if applicable, the electrician sign a Reconnection Authorization Form releasing FortisAlberta Inc. from any liability for loss, damage or injury which may be suffered as a result of the reconnection.

Prior to requesting a reconnect, the electrician or owner must ensure the main switch at the customer panel is placed in the open position, properly wired and enclosed.