

Subject: TEMPORARY UTILITY SERVICE

**1. Procedure for Extending Temporary Utility Service:**

The HPUC will extend temporary utility service to construction projects, fairs, carnivals, sidewalk days, camp meetings, or other short-term gatherings according to the following procedure:

- 1) A customer requests temporary service.
- 2) The HPUC office sets up a new account.
- 3) The HPUC installs a temporary hydrant meter for water service at no cost to the customer. HPUC connects temporary electric services and installs meter.
- 4) The customer pays a \$25.00 deposit prior to extension of utility services.
- 5) The customer is billed for their usage of utilities.
- 6) When the temporary meter is returned to the HPUC, the deposit is returned to the customer or applied to their bill.
- 7) If the customer needs regular utility service following the temporary service, they must pay the current utility installation fees.

**2. Use of 120V Outlets – Howard Street and 1<sup>st</sup> Avenue:**

There is a \$25 non-refundable fee for vendors needing 120V service on Howard Street or 1<sup>st</sup> Avenue. These meters are on timers controlled by the HPUC.

**3. Use of 240V Outlets – Howard Street:**

- 1) The 240V outlets are located at the bottom of the tree guards at three locations on Howard Street:
  1. 2<sup>nd</sup> Avenue – SW corner
  2. 4<sup>th</sup> Avenue – SW corner
  3. 6<sup>th</sup> Avenue – SE corner
- 2) Required Male Plug:

3 pole, 4 wire, grounding, rated 50 amps, 125/250 volts, NEMA 14-50 P
- 3) Vendors who need electrical service from the HPUC must do the following.
  1. Pay a non-refundable \$25 charge to cover connection and disconnection of electric service.
  2. The \$25 charge will be for service up to 48 hours and the user will not be billed for consumption.

3. \$100 non-refundable fee for connection of electrical power to customer supplied equipment including the utility stringing up to one span of secondary single phase (3 wire power) wire.
  4. \$300 non-refundable fee for connection of customer supplied equipment when the Utility installs a wood pole and/or installing a transformer.
  5. Time and material cost to customer when temporary electrical service involves more than one span of wire or three phase power.
- 4) Vendors are required to have their service equipment checked by a State Electrical Inspector prior to use. Wiring is to comply with National Electrical Code Article 525 – carnivals, circus', fairs, and similar events. Commonly asked questions are addressed in the State of Minnesota Board of Electricity "Notice to Exhibitors and Concessionaires Concerning Electric Wiring".
  - 5) The NEMA 14-50P plug is a 50 amp grounding stove plug available at Hardware stores for a small fee.

The user should not connect an electrical load that uses more than 40 amps at any one time (excluding starting surges).