



APPLICATION FOR SERVICE

It is important for you to answer the following questions accurately and completely to determine the proper service classification for your account. For further information on your rights as a customer, please request our RIGHTS AND RESPONSIBILITIES pamphlets.

As a Con Edison customer, you agree to pay for service supplied at the rates, charges, and terms of your service classification, and in accordance with the provisions of the applicable (electricity or gas) Con Edison rate schedule. If you are interested in steam service, please visit www.coned.com/steam. Our rate schedules are located on our web site at www.coned.com and at offices where applications for service can be made.

Please read all questions carefully and answer to the best of your knowledge. PLEASE ANSWERS ALL QUESTIONS, AND SIGN THE APPLICATION IN PART E.

FOR OFFICE USE ONLY: _____

PART A. NEW ACCOUNT INFORMATION

1. (a) **ACCOUNT NAME:** List the name of the person or business (corporation) who owns or leases the premises where service will be used and who will be responsible for the new account.

Name _____
Name of Business (if applicable) _____

- (b) **ACCOUNT ADDRESS:** Please enter the address where you want to receive service(s).

Address _____ Part Supply: Floor/Office #/Apartment # _____
Town/City _____ State _____ Zip _____

2. (a) **MAILING ADDRESS WHERE WE SHOULD SEND BILLS, IF DIFFERENT FROM ABOVE:** If you want your Con Edison bills to be mailed to a name or address different than that shown above, enter name and address here.

Name _____
Address _____ Part Supply: Floor/Office #/Apartment # _____
Town/City _____ State _____ Zip _____

- (b) **CONTACT INFORMATION:** What is your telephone number? _____
Is there another telephone number or pager number where we can reach you? _____
Fax No. _____ E-mail Address _____

3. **ACCESS TO METERS:** If you do not control access to the meter(s), enter the name and address of the person who can provide access.

Name _____ Telephone No. _____
Address _____ Part Supply: Floor/Office #/Apartment # _____
Town/City _____ State _____ Zip _____

PART B. SERVICE CLASSIFICATION

- 1. **SERVICE(S) BEING REQUESTED:** (Check all that apply) Electric Gas
- 2. **DATE YOU ARE RESPONSIBLE FOR ACCOUNT:** (Date of deed or date lease commences) _____ / _____ / _____
- 3. If this is a residence, do you plan to conduct a business here? Yes No
- 4. What percent of the total space will be used for business purposes? _____ %
- 5. Do you or your employees plan to live at this premises? Yes No
- 6. If this is not a residence, do you plan to use service primarily for residential purposes? Yes No

7. RELIGIOUS ORGANIZATIONS, COMMUNITY RESIDENCES AND VETERANS' ORGANIZATIONS:

Please check below if the following applies to this service. Service is being requested by:

- a religious organization a community residence a veterans' organization

Please note that the Public Service Law, Section 76, permits any corporation or association organized and conducted in good faith for religious purposes, certain community residences, and any post or hall owned or leased by a not-for-profit corporation that is a veterans' organization to receive services at rates no greater than the rates charged to residential customers. For electric service, residential and religious rates **may** be lower than nonresidential rates for many customers that are religious organizations, community residences, and veterans' organizations but not for every customer. For gas service, nonresidential rates may be lower than residential rates for some religious organizations, community residences, and veterans' organizations. If you are applying for both electricity and gas service, you may elect residential rates for one service and nonresidential rates for the other, or the same rate for both services. To determine if you are eligible for residential rates, refer to document "IMPORTANT INFORMATION FOR ALL APPLICANTS" or speak with a service representative.

- 8. **ELECTRIC INFORMATION:** The amount of electricity you use and how you use it will generally determine the rate at which you'll be billed. Which of the following best describes your business or premises? (Check only one)
 - Residence
 - Any nonresidential premises, store, restaurant, commercial office, gas station, factory. Indicate type: _____

Medical or professional office building or suite

- Apartment or premises, in a residential building, where business is also conducted (*doctor's office, beauty parlor, real estate, etc.*)
- Hotel, motel, hospital, nursing home, flea market (Please discuss with service representative)
- Religious use, such as a house of worship, living quarters for the clergy, rectory or parochial school
Other religious uses (*Describe*): _____
- Veterans' Organization's use: a post or hall owned or leased by a not-for-profit veterans' organization
- Community Residence that is a supportive or supervised living facility
- Other _____

Which of the following best describes your use of electricity? (*Check only one*)

- Exclusively for hall lighting, elevators and other common areas of a multi-tenanted building (residential or commercial)
- Entire premises for your own use (*Example: residence or retail store*)

Entire premises, including redistributing electricity to: Residential tenants Commercial tenants

(*If you are redistributing service to others, please speak with a service representative*)

Do you have? (*Check all that apply*)

- An emergency generator Permanently installed electric space heating Electric hot water heating Other _____

Have you made, or do you plan to make, electrical wiring changes to this location? Yes No

If electricity is needed to operate life-support equipment for someone residing at your premises, whether a family member or a tenant, please speak with a service representative.

9. GAS INFORMATION: The amount of gas you use and how you use it will generally determine the rate at which you will be billed.

Which of the following best describes your business or premises? (*Check only one*)

- Residence (apartment or 1-3 family house) Apartment house (4 or more apartments)
- Religious use, as a house of worship, living quarters for the clergy, rectory or parochial school Veterans' organization's use: a post or hall owned or leased by a not-for-profit veterans' organization
- Community Residence that is a supportive or supervised living facility Manufacturing
- Compressed natural gas - distributor or operator (*circle one*) Store, Restaurant, Commercial Office Other _____

Check ALL the uses of gas which apply to this account:

- Hot water heating Laundry dryer Commercial cooking Residential cooking
- Gas air-conditioning Electricity Generation Space heating Gas provided to tenants for cooking

Seasonal Use Only (April 1 - October 31) *Dual-fuel burner* *Other* _____

Have you made, or do you plan to make, gas piping changes to this location? Yes No

A BUILDING OF PUBLIC ASSEMBLY is considered one of the following:

(a) school, hospital, nursing home or licensed child care facility; (b) a factory that normally employs 75 or more people; (c) a building with capacity for 75 or more people to which the public is normally admitted (e.g. church, restaurant, theater); or (d) an office or apartment building with a facility for public assembly (e.g. auditorium, cafeteria, community or meeting room) with a capacity for 75 or more people.

Is this a building of public assembly? Yes No

PART C. INFORMATION ABOUT CON EDISON ACCOUNTS

(a) I do not now, nor did I previously, have a Con Edison account.

(b) I currently have a Con Edison account.

DO YOU WANT THE OTHER ACCOUNT TO BE DISCONTINUED? Yes No

Name _____

Acct. No. _____

Address _____

Part Supply: Floor/Office #/Apartment # _____

Town/City _____

Zip _____

(c) I previously had an account with Con Edison, which is now closed, at:

Name _____

Acct. No. _____

Address _____

Part Supply: Floor/Office #/Apartment # _____

Town/City _____

Zip _____

PART D. ADDITIONAL INFORMATION

1. **SALES TAX STATUS:** What is sales tax status for the account? Taxable Non-Taxable Partially Tax Exempt

IF YOU CLAIM TAX EXEMPTION, ATTACH THE APPROPRIATE EXEMPT CERTIFICATION TO THIS APPLICATION.

- ST-119.1: New York State and Local Sales and Use Tax - Exempt Organization Certification
- ST-120: New York State and Local Sales and Use Tax - Resale Certificate
- ST-121: New York State and Local Sales and Use Tax - Exempt Use Certification
- TP-385: Certification of Residential Use of Energy Purchases

These forms are available on the New York State Department of Finance's website.

If you are a tax-exempt organization and redistribute electricity or gas, contact your tax advisor to determine if you are eligible for remission of the state and local Gross Receipts Tax.

PART E. SIGNATURE

Before signing this application, you should carefully read the section concerning eligibility of religious organizations, community residences, and veterans' organizations for residential rates, and the **IMPORTANT INFORMATION FOR ALL APPLICANTS** that is available with this application form. Call us if you have questions about your rights and responsibilities as a Con Edison customer or visit our website at www.coned.com.

To the best of my knowledge, the information provided here is accurate and no attempt has been made to misrepresent the facts.

Application submitted by:

Print Name _____

Position/Title _____

Full Signature _____

Affiliation to person responsible for account:

Owner Partner Same

Corporate Officer Agent

Other(Explain) _____

FOR COMPANY USE ONLY

Con Edison Representative accepting this application _____

Date _____

Amount of Deposit Assessed \$ _____

IMPORTANT INFORMATION FOR ALL APPLICANTS

Following is important information about applying for Con Edison service. Keep this form for your records.

PART A. DOCUMENTS YOU MAY NEED TO OPEN A NEW ACCOUNT

Con Edison may ask you for a copy of your lease or deed. If you are not the person responsible for account, then you must have a letter from that person stating that you are representing the applicant.

PART B. RATES FOR SERVICE

Rates vary. It is important that your account is properly classified from the start. If your account is eligible for two different rates, you can choose the more beneficial rate. Con Edison uses the information you provide to classify your account. If your information is not accurate or not complete, we may adjust your account at the proper rate later on. Please notify Con Edison immediately if you add or eliminate equipment. A significant change in the use of equipment may make you eligible for a different rate.

The most common rate classifications are described below.

Electric Rates

- EL1 is for customers who use electricity for their apartment or home.
- EL2 is a non-residential rate. We assign it to businesses that normally use less than 3,000 kWhrs and register less than 10 kilowatts (kW) of demand monthly. Demand is the amount of energy drawn when a machine is first turned on. EL2 is generally for small stores, offices, newsstands, and public areas and hallways in small buildings.
- EL8, EL9, or EL12 are non-residential rates that are assigned, depending on the use of service, when the customer's initial requirements are expected to be greater than 10 KW monthly.

EL8 is for apartment buildings where electricity is delivered to one meter and then distributed to the individual apartments. EL12 is the rate if the electricity is used to heat all the apartments.

EL9 is applicable to customers who have general uses, such as department stores, restaurants, supermarkets, or other businesses.

- Time-of-Use (TOU) rates are for electric customers who choose billing based on the time of day they use electricity. Electricity costs more during "peak" hours and less during "off-peak" hours. Every customer is eligible for TOU rates.

Gas Rates

- GS1 is for customers who use gas for cooking and other general uses in an apartment or home. GS3 is for space heating a residence, 1-3 family homes where the owner is the customer, or multiple-dwellings used mostly as residences.
- GS2 is a general gas rate for businesses and other customers who do not qualify for service under GS1/GS3 and do not choose an optional rate. GS2 applies to uses such as heating for office buildings and cooking in restaurants. Landlords can purchase gas for their own use or for redistribution to their tenants for cooking.
- GS12 is for customers who can switch to another energy source -- such as oil -- upon Con Edison's request.
- GS13 is for customers who use gas only between April 1 and October 31.
- GS14 is for customers who use natural gas as a vehicle fuel.

Special Economic Development Rates

Certain businesses and not-for-profit organizations are eligible for economic development rate reductions.

- Business Incentive Rates are available to eligible businesses that receive economic development benefits from state or local authorities and to not-for-profit institutions that utilize laboratory space for biomedical research.
- The Excelsior Jobs Program Act is available through <http://esd.ny.gov/BusinessPrograms/Data/Excelsior/ExcelsiorJobsProgramOverview.pdf>
- The Recharge New York program is available to eligible electric customers through NYPA at www.nypa.gov/ReChargeNY/default.htm

Please visit our web site at <http://www.coned.com/ecodev> for more information on these and other economic developmental programs.

The following situations may qualify you for electric residential rates.

- You live and work at home (private house or apartment). The commercial space does not exceed 25% of the total floor space. The commercial activity is confined to one room. Also, only residents of the premises may work in the space. There can be no change in the premises' outward appearance.
- You are an employer paying the electric bills for an employee's residence.

If you use electric service primarily for residential purpose, you may qualify for certain benefits and protections for residential customers even though you are billed at non-residential rates.

Please speak to a service representative if you believe you are eligible for any of these options.

Religious Organizations, Community Residences, Veterans' Organizations

Religious organizations, certain community residences and veterans' organizations can choose to be billed under either residential rates or non-residential rates. Generally, residential electric rates are more economical. To receive service under residential rates, you must document your eligibility by attaching the information described below to the Application for Service. If you submit documentation for eligibility to Con Edison at a later date, the account will be transferred to residential rates as of the date we receive the documents.

If this is a religious organization, you are eligible for residential rates if all of the following apply:

- The customer is an entity organized for religious purposes, and
- The premises are used predominantly for religious purposes.

To qualify for residential rates as a religious organization, you must provide documentation of your eligibility. Examples of acceptable proof include, but are not limited to:

- Certificate of Incorporation under the NYS Religious Corporations Law or Education Law;
- Religious charter;
- Letter from a recognized "parent" religious organization;
- Religious designation from the IRS or other governmental agency;
- Other reasonable documentation that shows your group is organized, in good faith, for religious purposes.

If you apply for, and are denied, residential rates, you may request, in writing, that Con Edison inspect the premises and review the rate determination based on the information obtained from the inspection. You may also appeal the rate classification to the Public Service Commission.

If this is either a community residence that is a supportive living facility or a community residence that is a supervised living facility providing living accommodations for 14 or fewer residents, you may be eligible for residential rates provided that the facility is operated by a not-for-profit corporation.

If this is a veterans' organization, you are eligible for residential rates if you document that the organization is a not-for-profit corporation and the service is used in connection with the organization at a post or hall owned or leased by the organization.

Con Edison Rate Schedules are available for your inspection. For a detailed description of all Con Edison rates and the other terms and conditions of service, consult our Schedules for electric, gas and steam service. These documents are available for review on our web site at www.coned.com and at offices where applications for service can be made.

PART C. INFORMATION ABOUT DEPOSITS

New residential customers who do not provide valid identification and all new non-residential customers are required to pay a deposit. We apply interest every year on your deposit at a rate set by the Public Service Commission. We hold the deposit for one year for residential and three years for non-residential accounts. At the end of those periods, we review the account. If there were no late payments during the period, we refund the deposit with interest. If there were one or more late payments, we then review the account each month. We refund the deposit once there are 12 consecutive months (residential) and 36 consecutive months (non-residential) without a late payment.

If you are required to pay a deposit, we determine the deposit amount by estimating the charges on two monthly bills. For heating customers, we base the deposit on the charges for two months' service during the heating season. If you are a nonresidential customer there are alternatives to paying a deposit. Ask us about the possibility of providing a surety bond or a letter of credit instead of a cash deposit.

PART D. ADDITIONAL INFORMATION

You may be fully or partially exempt from paying state or local tax. Please direct questions to your accountant. You can also call the NYS Dept. of Taxation and Finance at 1-800-225-5829.

Controlling Your Bill

Demand is a measure of the highest amount of electricity you use for a full 30 minutes during the billing period. We begin monitoring the demand when an EL2 customer's consumption is more than 3,000 kilowatt-hours for two consecutive months. We reassign the account to a service classification that charges customers separately for the demand and the kilowatt-hour usage when the demand is more than 10 kilowatts for two months in a row. Customers who use small amounts of electricity, or who use large amounts of electricity from time to time during the month, will normally pay less under classification EL2. However, those who use large amounts of electricity on a more consistent basis might do better under electric rates EL8, EL9, or EL12.

Customers with service classifications that have separate charges for demand and kilowatt-hour usage can manage their bills. They can arrange to keep the demand constant and avoid large surges in electric usage. When you first turn on large electrical equipment, like heavy machinery, air conditioning, and refrigeration, a lot of power is used immediately. That surge causes the demand to rise or "peak". You can reduce the "peak" in any 30-minute period by not turning on all your appliances at the same time. Instead, turn on your appliances over a longer time period. You might also consider replacing older, less efficient appliances with newer energy-efficient models.

Con Edison's Payment Policy

Payment is due when you receive your bill. We consider the payment late if we do not receive it within 23 days of the date we mailed the bill to you. We apply late payment charges on all past-due balances at a rate of 1.5 percent a month. If you make two or more late payments in a twelve-month period, we may require a deposit or an additional deposit on your account. We offer a Direct Payment Plan option for customers with personal or business bank accounts. You can authorize Con Edison to electronically transfer funds for bill payment.

Power Your Way

Customers may choose to buy electric and gas supply from alternate providers. Learn more about Power Your Way and your options on our web site at www.coned.com or by telephone 1-800-780-2884.

How to Reach Us

It's easier than ever to do business with us. Call us at 1-800-75-CONED (1-800-752-6633). The service is available 7 days a week, 24 hours a day. You can write to us at 4 Irving Place, New York, NY, 10003. Or, visit our web site at www.coned.com