



APPLICATION FOR MEMBERSHIP & APPLICANT'S UNDERTAKING
FOR ELECTRIC SERVICE (Policy 7-9-A)

NAME OF APPLICANT: _____
(Family Name) (First Name) (Middle Name)

Business/Firm/Asso. Name: _____
(For Juridical Classification Only)

PRESENT ADDRESS: _____
(House No.) (Street/Sitio) (Barangay) (City/Municipality)

PREVIOUS ADDRESS: _____

CIVIL STATUS: _____ NAME OF SPOUSE (if married): _____

FOR APPLICANT: Date of Birth: _____ Place of Birth: _____

FOR SPOUSE: Date of Birth: _____ Place of Birth: _____

CONTACT NO: _____ Email Address: _____

TYPE OF MEMBERSHIP: Single Joint Juridical
TYPE OF CONSUMER: Residential Commercial Pub. Bldg.
CLASSIFICATION: Industrial St. Lights Others _____
 Low Voltage High Voltage

KIND OF INSTALLATION: NEW OLD: Additional, Upgrading, Transfer Others: _____

The applicant, by this application and as consideration of its approval and of becoming a member-consumer-owner of CAPELCO, hereby undertakes, agrees and obligates itself under the following:

TERMS AND CONDITIONS

1. Paying the membership fee of Php 5.00 and other necessary fees and bill deposit required by CAPELCO, the NEA, the ERC, and laws such as the Magna Carta on Residential Customers;
2. Exclusively avail, enjoy and purchase all of the electric or power needs of the premises sought to be energized from CAPELCO only except on other electric connections allowed by ERC, NEA or government laws such as, but not limited to, net metering agreement with CAPELCO, etc;
3. Promptly pay all of the electric bills and in case of delay or default of payment on time, agrees to pay penalty interest and surcharges; otherwise, agrees and allows CAPELCO to disconnect the electric service upon prior notice of the same and shall be reconnected only after payment of the accrued bills, unpaid amount of electric consumption, interest, surcharges and reconnection fee;
4. Agrees to pay fees and charges in case the applicant shall apply or avail of another Kwh-meter;
5. Undertakes to maintain a member-consumer-owner (MCO) in good standing of CAPELCO (an electric cooperative) and abides with all its policies, resolutions, NEA and ERC rules and regulations and government laws and in case of violation thereof, undertakes to accept the direct and logical consequences therefor such as, but not limited to, disconnection of service, termination/expulsion of being a MCO;
6. Obligates to participate with and attend to the Pre-Membership Orientation Seminar (PMOS), conferences, annual general membership assembly, and other calling of CAPELCO unless excused for some justifiable reasons;
7. Undertakes to install electrical wires, plugs, sockets, lights and other electrical wires in consonance with the specifications/standards set by CAPELCO, the Electrical Code of the Philippines, and Fire Code of the Philippines and other related laws;
8. Gives CAPELCO the necessary right/easement of way of its poles and wires that may pass through the land or aerial premises of the applicant free of charge or without paying of damages including the cutting of twigs or branches of trees, cutting of shrubs, herbs or plants that obstruct the free and efficient flow of electricity or for purposes of clearing operations of CAPELCO;
9. Informs CAPELCO of any electric pilferage, theft and jumping of electricity, illegal or unauthorized connections, power interruptions/brown outs, destruction or theft of CAPELCO equipment or property such as the KWh-Meter, meter board, electrical wires, etc. or any act that may tend to increase CAPELCO's system's loss;
10. Acts as witness to CAPELCO in case of prosecution in Court of any act stated in the preceding paragraph;
11. Protects CAPELCO equipment or property from destruction, thievery, loss and safe keep or turn-over the same to CAPELCO authorities in the event of lost and found incident;
12. Allows CAPELCO employees, personnel or officers to enter applicant's premises without being liable for trespass to dwelling purposely to conduct inspection of compliance or violation of this undertaking and to disconnect the electric service if found committing acts in violation of CAPELCO's by-laws, policies, resolutions, or government rules and regulations, laws, issuances or committing acts inimical or disadvantageous to CAPELCO;
13. Avoidance of showing hostilities or threats to CAPELCO employees that tend to endanger their life and limb, of defamation, of attempting to cause damage to CAPELCO equipment, vehicles or property but instead protect them whenever possible;
14. Guarantees that the premises sought to be energized is lawfully acquired or possessed by the applicant and shall not be used to cater, or be utilized to, any illegal gambling, drug den, drug institution or manufacturing, prostitution, extending electric connections to a non- MCO or to any illegal structure or any other forms of unlawful activities;
15. Abides by the orders or instructions of government authorities to avoid the occurrence of fire or any untoward incident that likely to happen with the use of electricity;
16. Considers this undertaking as the electric service agreement between the applicant and CAPELCO upon approval of applicant's membership which shall have a binding effect or force as a contract unless revoked, rescinded or terminated;
17. Agrees the termination of the electric service by CAPELCO in case of any violation of the provisions of this undertaking.

(Applicant's Signature over Printed Name)

(Applicant's Wife/Husband)
(Joint Membership)

Date: _____

Membership OR Number: _____

Date Paid: _____

Number Cert. of Membership: _____

Date of PMOS Attendance: _____

The above application for membership and electric service is accepted by Capiz Electric Cooperative, Inc. this _____ day of _____
20____ per Board Resolution No _____ Series of 20_____.

By: ENGR. EDGAR D. DIAZ
General Manager

CAPELCO DOCUMENTARY REQUIREMENTS FOR MEMBERSHIP AND AVAILMENT OF ELECTRIC SERVICES

The below stated requirements together with the duly-accomplished written application for membership shall be submitted by the applicant with the area office concerned, viz:

FOR NATURAL PERSON APPLICANT:

1. Valid Identification Card (Such as Driver's License, PRC License, Postal ID, SSS ID, GSIS ID, PAG-IBIG ID, Passport, Company ID, COMELEC/Voter's ID, any government issued ID or any identification papers);

2. Barangay Clearance/Certification showing proof of residency and possession/ownership of the premises sought to be energized (house, building, street lights, halls, or structure) in the barangay concerned;

3. Evidence of ownership/possession of the premises sought to be energized(in case of million-building or big construction premises, submission of either Tax Declaration [if the premises had been declared for taxation purposes], Deed of Sale, Barangay Certification, or Engineer/Developer/Architect/Carpenter Certification or Construction Agreement and submission of requirements required for juridical persons;

4. Proof of Right to Inherit (in cases of hereditary succession, submission of any of the following: Certificate of death of the MCO, Will and Testament, Settlement of Estate, Waiver from of other heirs or other similar documents showing the right to inherit/succeed)

5. Proof of Right to Occupy the premises sought to be energized (in case the applicant is not the owner thereof, submission of any of the following: Contracts, deeds, authorization from the owner of the premises or other similar documents);

6. Undertaking from the owner of the premises sought to be energized (in case the applicant is not the owner thereof like tenants, lessees, usufructuary or etc.

7. Authorization from the applicant (in cases of representatives in applying for membership);

8. List of Electrical loads.

II. FOR JURIDICAL/ARTIFICIAL PERSON APPLICANT (including LGU's, religious sectors, corporations, firms, associations, government agencies and the like):

- Electrical Plan (concrete) / Electrical Lay-out (mixed/light/indigenous materials) Office of the Building Official
- CFEI – Certificate of Final Electrical Inspection/Completion
- Electrical Permit with Official Receipt
- COO – Certificate of Occupancy (completed) / TOP – Temporary Occupancy Permit (under construction) Bureau of Fire and Protection (BFP)
- FSIC – Fire safety Installation Clearance

NOTE:

1. The “premises sought to be energized” shall mean any house, nipa hut, buildings (residential, commercial, industrial, churches, schools, street lights, or halls) or any structure but shall not refer to any kind of lands.
2. This list of requirements is an integral part of Policy No. 7-9-A **(THE REVISED APPLICATION AND PROCEDURE FOR MEMBERSHIP OF 2017)**.