

Non-Residential Application

FAQ's

Are all sections of the application required?

To ensure account billing accuracy, each section needs to be completed in its entirety.

I am a county registered business owner; can the account be put in my business name?

Accounts for businesses that are not incorporated should be put in a personal name followed by the DBA name.

I am incorporated out of state, can I put the account in my corporation's name?

All out of state corporations must file with NYS in order to operate within. Corporations are subject to verification of entity status in the NYS Corporation and Business Entity database. You should access the NYS database and attach the form with your application.

http://appext9.dos.state.ny.us/corp_public/corpsearch.entity_search_entry

I am a religious, veterans or community residence organization. What proof am I required to submit?

- In order to be a qualified Religious Organization, evidence of such must be submitted and any of the following may be required:
 - Copies of articles of incorporation as a religious corporation
 - Charters
 - Eligibility designations from the Internal Revenue Service
 - Documentation of the religious nature of the organization
 - A tax exempt certificate
 - A copy of the filing receipt from the County Clerk's Office in the county for the location you are applying
- In order to qualify as a Community Residence, evidence of such must be submitted if as defined in the Mental Hygiene Law operated by a not-for-profit corporation and are either (1) a "supervised living facility" (as defined in the Mental Hygiene Law) providing 24-hour per day on-site supervision and living accommodations for 14 or fewer residents; or (2) a "supportive living facility" providing supervised independent living without 24-hour per day on-site supervision.
 - Copy of Certificate of Incorporation under Not-For-Profit Corporation Law
 - License from NYS Office of Mental Hygiene
 - NYS Office of Mental Retardation and Developmental Disabilities
- In order to qualify as a Veterans Organization, evidence of such must be submitted, if the following apply: the premises is a post or hall owner or leased by a not-for-profit veterans organization.
 - Certification of their status as an organization exempt under IRC Section 501(c)(19)

What Tax ID Number should I put on the application?

For accounts in a personal name, the Social Security number is used.
For corporations the EIN# is used.

What do I need if I am Tax Exempt?

The Tax Exempt form ST-119.1 (not for profit), ST-121(manufacturers) and TP-382 (apartment complex house meters) dated within 90 days should be submitted with the application.

Under what circumstances are the different Service Initiation Charges applied and which box do I check?

A \$220.00 Service Initiation Charge will be applied to all non-residential accounts when we have to physically turn the service on when the new party applies for service. Check the box "Turn-on, New Set, Pole cut-on."

A \$60.00 Service Initiation Charge will be applied to all non-residential accounts when only a changed name is required and the service is already on when the new party applies for service. Check the box "Change name."

The "Service Initiation Charge" will not be applied to an account transferred to a landlord for up to a 60 day time period between tenants. Check the box "Landlord-Vacant."

What if I do not know all of the information requested in the Service and Rate Classification section?

This section of the application is important to determine the appropriate rate and classification based on your needs. If you anticipate a significant change in use from the previous customer or if you are unsure of the estimated monthly connected load, you should consult with an electrician or your architect/engineer and provide an electric load letter.

Who can sign the application?

Corporations:

The application must be signed by an officer of the corporation or authorized designee.

A listing of corporate officers should be attached. A letter from the corporate attorney or accountant is also acceptable. If a managing agent or the account designee is signing, a letter giving authority signed by a corporate officer must also be attached.

Municipalities:

- School Districts: Superintendent or Deputy Superintendent for Business
- Villages: The Mayor or Village Clerk
- Townships: Town Supervisor or Town Clerk
- County Governments: Commissioner or above, County Clerk or County Attorney
- NYS Government: Regional Manager of the Office of General Services

Am I required to pay a deposit?

All non-residential customers are required to pay a deposit. If ALL bills are paid on time during the next 36 months, and after a credit review of your business has been conducted by our Credit Department and it has been determined that you have satisfied all of the deposit refund requirements outlined in the Long Island Power Authority's Tariff for Electric Service, your deposit will be refunded.

Accrued interest will be applied yearly. We also refund deposits and accrued interest whenever an account is closed. You may visit a Customer Service Center or call our Business Call Center at 800-966-4818 or 631-755-3417 to determine the amount of the deposit. You can also request information via the website at

www.psegliny.com