



ROCHESTER PUBLIC UTILITIES
4000 E RIVER ROAD NE
ROCHESTER MN 55906-2813
Phone (507) 292-1232
EMAIL COMPLETED APPLICATIONS TO :

COMMERCIAL SHUTDOWN APPLICATION

COMMERCIALACCOUNTS@RPU.ORG

IMPORTANT INFORMATION - PLEASE READ PRIOR TO COMPLETING THE APPLICATION

- AN OWNER'S REPRESENTATIVE OR CONTRACTOR MUST BE ONSITE DURING THE ENTIRE SHUTDOWN TO VERIFY THAT THE BUSINESS'S EQUIPMENT HAS BEEN PROPERLY SHUTDOWN PRIOR TO RPU DE-ENERGIZING UTILITY POWER - THE BUSINESS'S EQUIPMENT MUST REMAIN TURNED OFF UNTIL AFTER RPU HAS RE-ENERGIZED UTILITY POWER
- RPU ASSUMES NO LIABILITY FOR DAMAGES TO BUSINESS EQUIPMENT BEFORE, DURING AND AFTER THE SHUTDOWN
- INFORMATION ON THIS FORM WILL BE COMMUNICATED TO CITY OF ROCHESTER BUILDING SAFETY
- **THE REQUESTOR SIGNING THIS APPLICATION WILL BE RESPONSIBLE FOR ANY AND ALL CHARGES AS DETERMINED BY RPU**

WHERE IS THE SHUTDOWN REQUESTED?

NAME OF BUSINESS:
SHUTDOWN ADDRESS:
OWNER/BUSINESS REPRESENTATIVE NAME:

WHEN IS THE SHUTDOWN REQUESTED?

(RPU REQUIRES A LEAD TIME OF 10 WORKING DAYS)

DATE OF SHUTDOWN:	
START TIME OF SHUTDOWN:	END TIME OF SHUTDOWN:
<small>*RPU NORMAL HOURS OF OPERATION ARE 7:30AM TO 4:00PM MONDAY THROUGH FRIDAY - SHUTDOWNS REQUESTED OUTSIDE OF NORMAL-HOURS OF OPERATION ARE SUBJECT TO ADDITIONAL CHARGES*</small>	

WHY IS THE SHUTDOWN REQUESTED?

SERVICE MODIFICATIONS AND NEW SERVICES REQUIRE AN INSPECTION PERMIT FROM CITY OF ROCHESTER BUILDING SAFETY

MAINTENANCE
 DEMOLITION
 SERVICE REWIRE
 NEW SERVICE
 OTHER

ELECTRICAL PERMIT NUMBER:

DESCRIBE THE PURPOSE FOR THE SHUTDOWN:

WHO IS REQUESTING THE SHUTDOWN?

CHECK ALL THAT APPLY ***INFORMATION ENTERED IN THIS SECTION WILL BE USED FOR BILLING PURPOSES***

OWNER/OWNER REPRESENTATIVE
 CONTRACTOR

NAME OF PERSON REQUESTING: (PLEASE PRINT)

PHONE NUMBER OF PERSON REQUESTING:

NAME OF BUSINESS/CONTRACTOR REQUESTING:

BILLING ADDRESS:

SIGNATURE OF PERSON REQUESTING: _____ DATE: _____

WHO IS THE ONSITE CONTACT?

NAME OF ONSITE CONTACT:
PHONE NUMBER OF ONSITE CONTACT:

SEE OTHER SIDE FOR MORE INFO

RPU USE ONLY:

CREW SIZE: 2 PERSON 3 PERSON

HOURS: 2 HOURS 4 HOURS

Rate: REGULAR SATURDAY OR AFTER HOURS SUNDAY OR HOLIDAY

SWITCHING ORDERS NEEDED: YES NO

ACCOUNT REP: DRU LARSON DIRK BIERBAUM ABE LUHMANN

IMPACTED CUSTOMERS:

CUSTOMER 1:
ATTACH SIGNED NOTIFICATION

CUSTOMER 2:
ATTACH SIGNED NOTIFICATION

CUSTOMER 3:
ATTACH SIGNED NOTIFICATION

CUSTOMER 4:
ATTACH SIGNED NOTIFICATION

CUSTOMER 5:
ATTACH SIGNED NOTIFICATION

CUSTOMER 6:
ATTACH SIGNED NOTIFICATION