

STEP CHECK LIST

- 1 Hire a Licensed Electrical Contractor (Optional)
- 2 Determine service size
- 3 Determine service supply
- 4 Confirm distance from nearest utility pole
- 5 Stake property bars, building site and pole locations
- 6 Obtain your property plan
- 7 ESA Electrical Permit
- 8 Complete Connection Application and bring to API with Property Plan to schedule site visit

Note: According to the Ontario Energy Board Regulations, API cannot perform work on private property unless we own the infrastructure. Please consult with an electrical contractor for all matters regarding work on private property.

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API CUSTOMER SERVICE

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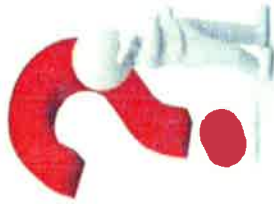
New Service Connection



**Getting Connected with
Algoma Power Inc**

YOUR STEP BY STEP GUIDE TO GETTING YOUR NEW SERVICE CONNECTED

Please Note: All electrical work on private property is the owner's responsibility and falls under the Electrical Safety Code.



STEP 3

Decide how you are going to supply your service. Overhead or underground? Each property is unique. You will need to decide which is best for you.



STEP 7

An Electrical Safety Permit is required before any electrical work is started. If you are doing the work yourself, contact the Electrical Safety Authority. If you've decided on a contractor, the contractor is responsible for obtaining the permit.

Contact Algoma Power Inc.

STEP 1

You must decide if you're going to do the electrical work yourself or hire a licensed electrical contractor. A list of licensed electrical contractors can be obtained from the Electrical Safety Authority (ESA):

ESA website www.pluginsafely.ca

Phone 1-877-372-7233.

STEP 2

What size of service do you require? 100 AMP, 200 AMP or larger? If you're uncertain consult an electrician.

STEP 4

How far will the proposed service be from API's existing distribution system? If your service is too far, you'll need to bring the primary voltage closer. If you're unsure, consult with an electrician.

STEP 5

Ensure you have your property bars located. Your building site and all proposed pole locations shall be staked prior to Algoma Power's site visit.

STEP 6

Obtain a Property or Subdivision plan. This is the plan approved for the property under the Planning Act. Plans can be obtained at the Land Registry Office located at 420 Queen St E (next to Court House) in Sault Ste Marie. They may be contacted by phone at (705) 253-8887. This plan is required to assist the API Technician in determining the property boundary and the road allowance.

STEP 8

Once steps 1-7 are complete, it is time to schedule a site visit with an API technician. The Connection Application can be obtained by visiting our office at 2 Sackville Road, Suite A in Sault Ste Marie, or by visiting our website at www.algomapower.com.

When the completed Connection Application and Property Plan are received by our Customer Service department, a site visit appointment will be scheduled for you. You or your contractor must be present for the site visit.

