

**TRI-COUNTY RURAL ELECTRIC COOPERATIVE, INC.**

**POLICY BULLETIN NO. 3-23**

**SUBJECT: CLASSIFICATION OF RESIDENTIAL AND SEASONAL ACCOUNTS**

**I. POLICY:**

Seasonal accounts may be switched to residential billing rates by signing an "affidavit of residency" and meeting two of the four criteria listed below or by meeting the usage requirement of 8,000 kWh during the previous calendar year.

**II. PROCEDURE:**

A member account will only be classified as residential if the structure which we are providing electrical service is his primary residential abode unless the member meets the usage criteria stated below.

A member must meet 2 of the following 4 criteria to switch from the seasonal rate to the residential rate if the service does not meet the usage requirement of 8,000 kWh during the previous calendar year:

1. Must have and display a valid Pennsylvania drivers license with the residence to be reclassified listed as the address of residence.
2. Must be a registered voter at the residence where the classification change is requested.
3. Must provide a local address (not a PO Box) and a local phone number at the residence.
4. Must furnish a signed notarized affidavit stating that this is the member's primary residence.

If the structure being served is not the member's primary residential abode, the account normally will be classified as seasonal. However, the account may still be classified as residential providing all of the following criteria are met:

1. The member's electrical usage for the previous calendar year was equal to or exceeded 8,000 kWh.
2. The member is willing to comply with the rules and regulations, which have been established for residential billing.
3. The member requests the residential rate classification.

**III. RESPONSIBILITY:**

President/CEO or Designee

Approved: 11/25/03.

Reviewed: 10/27/05, 11/20/09, 12/20/11.

Revised: 10/23/07.