

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

**POLICY BULLETIN NO 3-11**

**SUBJECT: ADDITIONAL SERVICES TO MEMBERS**

**I. POLICY:**

In general, cooperative equipment and manpower is used to perform cooperative business. However, additional services may be performed for cooperative members as requested, when practical and when generally not available in the private sector.

**II. PROCEDURE:**

- A. Additional services may be performed for Tri-County members when and where such requests are both possible and practical, with manager or staff approval.
- B. Charges for services performed, including but not limited to the sale and/or installation of materials, shall be calculated to cover the cost of materials, labor, transportation, overhead and sales tax. Labor shall be applied using the Hourly Service Fee (See Schedule of Fees).
- C. Under the terms of this policy, hardware, conductor and other electrical apparatus, except meters, may be sold only to members of the cooperative who install that material on their own property. All material will be marked up by the Material Handling percentage (See Schedule of Fees).

**III. RESPONSIBILITY:**

President & CEO or Designee

Approved: 8/19/75.

Reviewed: 6/19/79, 4/21/87, 10/22/91, 11/18/93, 11/21/95, 11/18/97, 11/21/00, 11/26/02, 11/04/04, 10/27/05, 11/20/09, 12/20/11, 09/30/13, 10/27/15.

Revised: 5/9/83, 10/16/84, 5/14/85, 3/21/89, 11/17/98, 10/23/07, 12/22/15.