



**PALAWAN ELECTRIC COOPERATIVE**  
Kilometer 3.35 North National Highway, Puerto Princesa City

**Application For Membership and Electric Service**

The undersigned, hereinafter called the "Applicant," hereby applies for membership and agrees to purchase electric power from PALAWAN ELECTRIC COOPERATIVE, hereinafter called "Paleco," with principal office at Barangay Tiniguiban, Puerto Princesa City, under the following terms and conditions:

1. The Applicant shall pay Paleco the sum of One Hundred (Ph₱100) Pesos which, if this application is accepted by Paleco, shall constitute the applicant's membership fee.
2. The Applicant shall subscribe a minimum of 12 shares at One Hundred (Ph₱100) Pesos per share or equivalent to One Thousand Two Hundred (Ph₱1,200) Pesos which will serve as share capital payment to Paleco. Thus, the Applicant may initially pay at least three (3) shares and the remaining balance shall be paid in installment through his/her monthly electric bills. The Certificate of Capital Shares shall be issued by Paleco only after the full payment of twelve (12) shares.
3. The Applicant shall purchase from Paleco all electric power needs to be used on the specified premises in accordance with the *Amended By-Laws of Paleco*.
4. The Applicant shall cause his/her premises to be wired in accordance with the wiring specifications of Paleco as mandated by the *Philippine Electric Code*.
5. The Applicant, by becoming a member, assumes no personal liability or responsibility from any debts or liabilities of Paleco beyond his/her subscribed share capital thereto, and it is expressly understood that his/her private property is exempted from execution for any debts or liabilities of Paleco;
6. The Applicant hereby grants to the Cooperative the necessary rights and easements to construct, operate, replace, repair and perpetually maintain its lines for the transmission and/or distribution of electric energy on the property owned by the Applicant, thus, hereby executes and delivers to Paleco the conveyance, grant or instrument necessary for the above stated purposes including clearing of obstructions to ensure safe and regular flow of electricity. All lines, switches, meters, appliances and equipment constructed or installed by Paleco on the property of the Applicant shall at all times be the sole property of Paleco; and Paleco shall have the right to operate, maintain or relocate the said facilities. In relation thereto, the Applicant hereby waives the provision of the *Revised Penal Code on Violation of Domicile (Article 128)*, *Qualified Trespass to Dwelling (Article 230)*, and other form of trespass against the officers and employees of Paleco and its authorized agents or representatives in connection with the performance of their functions in order to safeguard the interest and properties of Paleco (Article 280).
7. Paleco has the right to disconnect electric service of the Applicant even without prior notice if the member-consumer a) fails to pay his/her bill within the prescribed period, b) is found violating any policies relating to Paleco-Member relationship, or c) is found with tampered kWh meter or illegal connection punishable under *Republic Act No. 7832 (Anti-Electricity and Electric Transmission Lines/Materials Pilferage Act of 1994)*.
8. This will also serve as an undertaking from the Applicant that he/she shall be jointly and severally liable to Paleco for any unpaid regular monthly bills of the said premises under his/her name or for electricity incurred by him/her or his/her occupant after leaving the premises in the absence or insufficiency of the bill deposit.
9. Paleco shall not be liable to the Member-Applicant for failure to supply electricity and/or damages to said premises under any conditions.
10. The acceptance of this application by Paleco shall constitute an agreement between the Applicant and Paleco; and contract of electric energy shall continue in force for one (1) year from the date service is made available by Paleco to the Applicant, and thereafter as long as the Applicant has need for any electric service on the subject premises.

APPLICANT: \_\_\_\_\_  
 First Name Middle Name Last Name Signature

Spouse: \_\_\_\_\_  
 First Name Middle Name Last Name Signature

Future Address: \_\_\_\_\_  
 Street/Purok Barangay City/Municipality

Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_ Gender: \_\_\_\_\_ Civil Status: \_\_\_\_\_

Highest Educational Attainment: \_\_\_\_\_

Occupation: \_\_\_\_\_ Source of Income: \_\_\_\_\_ Annual Income: Ph₱ \_\_\_\_\_

Number of Dependents: \_\_\_\_\_ Religion: \_\_\_\_\_ Social Affiliation: \_\_\_\_\_

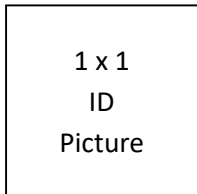
Email Address: \_\_\_\_\_ Contact No. : \_\_\_\_\_

Tax Identification Number (TIN): \_\_\_\_\_ Paleco Membership Number: \_\_\_\_\_

Date Paid: \_\_\_\_\_ Amount: Ph₱ \_\_\_\_\_ O.R. No.: \_\_\_\_\_

Share Capital Paid: Ph₱ \_\_\_\_\_

Teller



BOARD ACTION: Application for Membership approved / disapproved under Board Resolution No. \_\_\_\_\_ dated \_\_\_\_\_

**PALAWAN ELECTRIC COOPERATIVE**

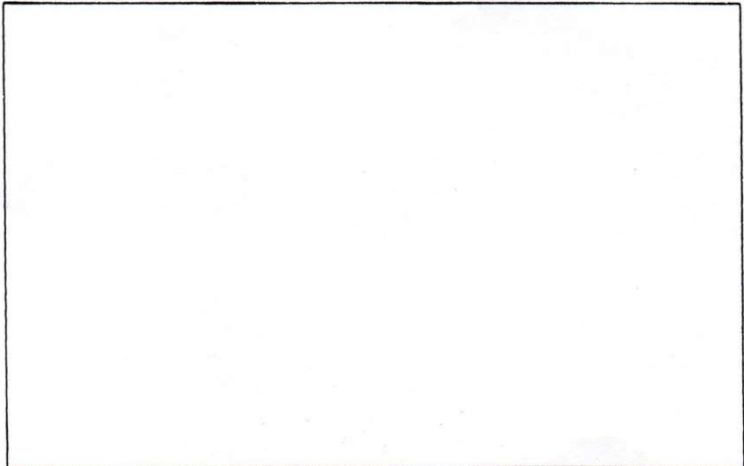
CONSUMER NAME: \_\_\_\_\_  
SPOUSE NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
HOUSE STRUCTURE: \_\_\_\_\_ Concrete \_\_\_\_\_ Semi-Concrete \_\_\_\_\_ Light Materials  
NEAREST ACTIVE MEMBER: a. \_\_\_\_\_  
b. \_\_\_\_\_

LENGTH OF SERVICE DROP: \_\_\_\_\_ meters SIZE: \_\_\_\_\_

METER SERIAL NUMBER: \_\_\_\_\_  
SERVICE X'FORMER ID: \_\_\_\_\_  
METER LOCATION: \_\_\_\_\_  
TAPPING POLE: \_\_\_\_\_  
METER BRAND: \_\_\_\_\_  
CALIB. SEAL (indicate the color) \_\_\_\_\_  
COVER SEAL (indicate the color): \_\_\_\_\_  
DATE TAPPING: \_\_\_\_\_  
TEAM LEADER: \_\_\_\_\_

Received by: \_\_\_\_\_  
Print Name & Signature

Date: \_\_\_\_\_



SKETCH OF LOCATION

**PALAWAN ELECTRIC COOPERATIVE**

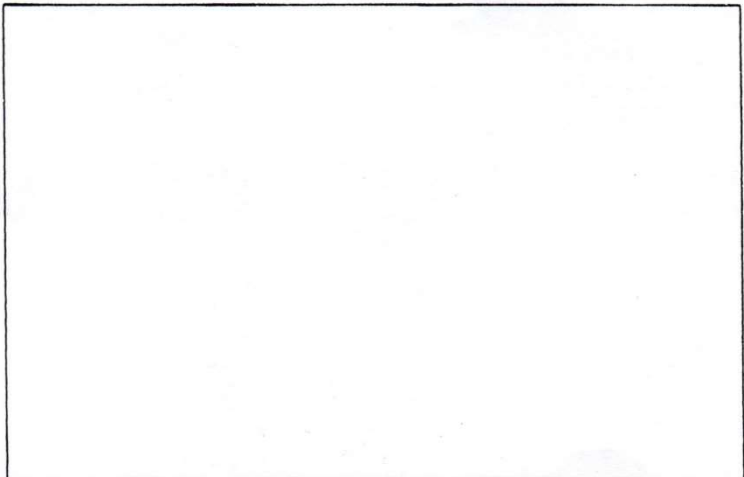
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SKETCH OF LOCATION

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**PALAWAN ELECTRIC COOPERATIVE**  
**Tiniguiban, Puerto Princesa City**

**SET A – PALECO**

1. House wiring installation by Accredited Electrician with duly accomplished Building Electrician Completion Report (BECR).
2. Complete address of the building/ establishment and sketch of the location.
3. Inspection Report of the PALECO Inspector.
4. Attend Pre-Membership Education Seminar (PMES) at PALECO Training Room scheduled every Thursday from 9:00 AM to 11:00 AM (For new applicant/ Members only).
5. Submit the Official Receipt of the Service Drop Wire (in excess of the free 30 meters SDW from the Co-op.
6. Payment of required fess such as Membership, Bill Deposit, Share Capital, Inspection & Connection.
7. Submit one (1) 1x1 ID Picture.
8. Secure clearance from Billing Section.
9. Contact No.: \_\_\_\_\_
10. Valid ID (photocopy)
11. Clear Picture of house/building with signed from city.
12. Affidavit of long line if SD wire is 100 meter & above.

**SET B – City Engineering Department**

Secure the following requirements from the City/Municipal Engineering Department:

- 1. Electrical Permit
- 2. Electrical Plan, signed and sealed by a Professional Electrical Engineer (P.E.E)
- 3. Certificate of Final Electrical Inspection/Completion Permit for Temporary Service Connection.
- 4. Certificate of Fire Safety from the Bureau of Fire Protection.

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For more information please call Telephone number 433-2001 or CP no. 09178644443

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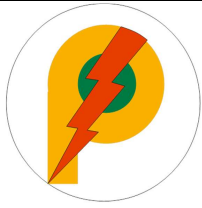
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# PALAWAN ELECTRIC COOPERATIVE

Tinguiban, Puerto Princesa City

## KWH METER INSTALLATION AGREEMENT

I, \_\_\_\_\_, of legal age, and a resident of \_\_\_\_\_, referred to as the member-customer-owner (MCO), hereby agree with PALECO, a legal entity duly created by law, engaged with public service in connection with the operation, distribution, control and super vision of local electric system and manifest the following:

1. PALECO shall provide and install the kilowatt-hour (kwh) meter in the premises, the location of which shall be at its discretion on the basis of safety and convenience of its personnel to facilitate meter reading, inspection and repair of the equipment.
2. As member-customer-owner, it is my duty and responsibility to safeguard the installed equipment from loss, damages, tampering and from any other similar acts which will render the equipment useless to register accurately the electricity consumed.
3. In case the equipment is damaged or lost due to my negligence, it is my duty to report it immediately to PALECO and shoulder the replacement of the damaged equipment.

4. Tampering of installed kwh meter is illegal and punishable under RA7832 (Anti-electricity and Electric Transmission lines/ Materials/Pilferage Act of1994).Incase of meter tampering, I am liable to pay the applicable fines and penalties in relation to the offenses covering the value of the unregistered consumption and penalties imposed in accordance with the rules and regulations of R.A 7832 and that of PALECO.

5. As a regular PALECO MCO and as the owner of the premises, I will require my tenant to have a separate connection when necessary.

IN WITNESS WHEREOF, I have here unto affix my signature this \_\_\_\_\_ day of \_\_\_\_\_, at Barangay Tinguiban, Puerto Princesa City, Palawan.

CONFORME:

\_\_\_\_\_  
Member Customer- Owner  
(Signature over Printed Name)

\_\_\_\_\_  
GENERAL MANAGER

ID No. : \_\_\_\_\_  
Issuer : \_\_\_\_\_  
Valid Until : \_\_\_\_\_

BRAND : \_\_\_\_\_  
MAKE : \_\_\_\_\_  
TYPE : \_\_\_\_\_  
AMPERES : \_\_\_\_\_  
SERIAL NO. : \_\_\_\_\_  
PALECO NO. : \_\_\_\_\_  
INITIAL READING : \_\_\_\_\_

# Consent Form for Billing and Collection

I, the undersigned, confirm that:

1.	I have read and understood the information in Privacy Notice for Billing and Collection System.
2.	I have been given the opportunity to submit the hard copy of all my personal information.
3.	I voluntarily agree to participate in the compliance of the data privacy.
4.	I acknowledge and agree that PALECO, its third parties, and appropriate government agencies and regulatory bodies may use these data and such data may constitute my personal or sensitive personal information (which includes without limitation, my first name, middle name, last name, spouse name, picture, educational attainment, age, date of birth, gender, occupation, marital status, TIN, street address, telephone/mobile number, religious affiliation, email address, and other information classified as “personal data,” “personal information,” or “sensitive personal information” under the Data Privacy Act), as well as information relating to my accounts, transactions and communications with PALECO.
5.	I understand and agree that the said data may be collected, processed, stored, updated, or disclosed by PALECO and shared to its third parties and appropriate government agencies and regulatory bodies (i) processing application for a new service connection, (ii) processing for PALECO membership, (iii) preparation of bills and acceptance of payments, (iv) acceptance of payment thru its partners thru Bank Payment Batch Processing, (v) preparation of disconnection and reconnection, (vi) running of systems analysis and simulation, and, (vii) any demand and/or requests from Government Authorities and Regulatory Agencies for purposes of reporting, regulatory trade reporting, disclosure or other obligations under Applicable Law.
6.	I understand that my information may continue to be collected, stored, processed and/or shared between PALECO and its third parties upon termination of my membership from PALECO or until the expiration of the retention limits set by Applicable Law, whichever comes later.
7.	I understand I can contest any time if found any discrepancy of my data without giving reasons and that I will not be penalized for contesting nor will I be questioned on why I have contested.
8.	I understand that I may access, update, or correct certain personal information, or withdraw consent to the use of any of my information as set out in this letter at any given time by communicating with the PALECO Data Protection Officer at km 3.5 North National Highway, Bgy. Tiniguiban, Puerto Princesa City 5300, (048) 4339144 local 864, and dpo.paleco@gmail.com
9.	I recognize that I may file complaints with and/or seek assistance from the National Privacy Commission.
10.	I hereby acknowledge that this record supplements but does not supersede nor replace any other consent I may have previously provided to PALECO. This form is to be construed in accordance with Philippine Law.
11.	My consent authorizes PALECO to process, collect, use, store, or disclose my information between them and to its third parties, and, Governmental Authorities and Regulatory Agencies as may be necessary.
12.	I, agree to sign and date this informed consent form granting consent on the general use and sharing of information obtained from me in the course of any transaction, between me and PALECO, or from third parties.

**Conforme:**

Name

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Signature

Click or tap to enter a date.

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Date

**Noted:**

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Data Privacy Officer (DPO)

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Signature

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Date