

NEW SERVICE APPLICATION CHECKLIST

BEFORE YOU APPLY:

Applying for a new electrical service is quicker and easier when you have the required information ready. Use this checklist to gather the details you'll need before starting your application. Items marked with an asterisk (*) are required.

WHAT YOU'LL NEED TO APPLY:

Contact Information

Please provide the contact information for the person responsible for the electrical service request and any associated costs.

☐ Applicant name* ☐ Mailing address* ☐ Email address* ☐ Phone number*

You may also be asked to provide additional contacts, such as your site contact or electrician, to help coordinate the installation.

Project Location

Provide the location where the electrical service is needed.

☐ Service address* Land location; civic address, etc) ☐ Site plan*

Type of Service*

Select one: ☐ Temporary construction power ☐ Permanent Power

What is the service for?*

☐ Commercial business ☐ Residential ☐ Streetlights ☐ Oilfield ☐ Farm ☐ Irrigation

☐ Subdivision development ☐ Other: _____

Meter requirements

☐ Number of power meters required*

☐ Number and labelling of meters: _____

Example: Two meters labelled A and B

Electrical Requirements:

You may need help from your electrician to complete this section.

Service voltage*

Single Phase: ☐ 120/240V ☐ 240/480 V **Three Phase:** ☐ 120/208 V ☐ 277/480 V ☐ 347/600 V

Service amperage*

☐ 200A ☐ 400A ☐ 600A ☐ 800A ☐ 1000A ☐ 1200A ☐ 1600A ☐ 2000A ☐ Other _____ A

Motor Loads:

If the service will power motors, provide the size of the largest motor that will be started.

☐ Three-phase: _____ HP ☐ Single-phase: _____ HP

Before you submit check that you have:

- ☐ Completed all required fields ☐ Included a site plan ☐ Confirmed the service voltage and amperage
- ☐ Identified the number and labels of all meters ☐ Included motor-load information, if applicable
- ☐ Added contact information for your electrician, contractor or site contact, if available

This checklist serves as a guide prior to filling out the online form. When you are ready, visit the Electrical Service Request page and select the application that applies to your project.