

# ELECTRIC SERVICE REQUIREMENTS AGREEMENT – NON-RESIDENTIAL SHEET 1

Customer name/location: \_\_\_\_\_ Request # \_\_\_\_\_  
 Legal/business name: \_\_\_\_\_ Contact person: \_\_\_\_\_ Phone # \_\_\_\_\_  
 Name of subdivision: \_\_\_\_\_ Lot # \_\_\_\_\_ Subdivision location: \_\_\_\_\_

**Load Information** *(Commercial load sheet, electric one-line drawing, site plan, and CAD drawing required.)*  
 service panel size: \_\_\_\_\_ amps phases: \_\_\_\_\_ voltage: \_\_\_\_\_ sq. ft.: \_\_\_\_\_ motor/heat pump / AC size: \_\_\_\_\_  
 number of lots: \_\_\_\_\_ number of phases of development: \_\_\_\_\_  
 temporary service required: no  yes  *(fee of \$\_\_\_\_\_ will appear on first monthly bill)*  
 party responsible for temp: \_\_\_\_\_ voltage requested: \_\_\_\_\_ how many temps?: \_\_\_\_\_

- General Information**
- Line extension policy explained.
  - Customer to call for locates? yes  no  N/A
  - Customer will accept \$250 Contract Administration Credit? yes  no  decide later  N/A
  - Customer given link to ESR Manual? yes  no
  - Route (including poles, trench route and equipment locations) staked out and / or explained.
  - Route may be forwarded upon completion of design.  *Read the back of this sheet for additional line extension information.*

- Trench and Conduit** *(The Customer shall provide a flat pull line(preferred) or poly rope (alternative), 1,000 lb. test minimum, for all conduit installations.)*
- Customer to install: trench  conduit  vault
  - Primary/secondary/service trench dimensions \_\_\_\_\_" deep x \_\_\_\_\_" wide, per ESR Manual or Power Company rep.
  - No. of runs of primary conduit required \_\_\_\_\_ diameter \_\_\_\_\_" *(Schedule 40 gray electrical grade PVC, HDPE, or fiberglass or as indicated on Power Company drawings)*
  - Number of primary sweeps 90° \_\_\_\_\_ 45° \_\_\_\_\_ radius \_\_\_\_\_" fiberglass/steel  PVC  *(factory quality bend)*
  - No. of runs of secondary/service conduit required \_\_\_\_\_ diameter \_\_\_\_\_" *(Schedule 40 gray electrical-grade PVC, HDPE, or fiberglass or as indicated on Power Company drawings)*
  - No. of secondary/service sweeps 90° \_\_\_\_\_ 45° \_\_\_\_\_ radius \_\_\_\_\_" fiberglass/steel  PVC  *(factory-quality bend)*
- Notes \_\_\_\_\_
- Riser location marked on pole  N/A
  - Secure 1,000 lb. pull line inside the conduit and cap with 6 feet of extra line at both ends
  - Vault spec provided.  Top of vault to be at final grade level? yes  no
- Read the back of this sheet for additional information on trenching and conduit installations.*

- Meter Base or Termination Equipment, Installed by Customer** *(Location as agreed upon, no variation without estimator approval.) Regular, safe, level, and unobstructed access to the meter for the purposes of meter reading and maintenance is required by tariff.*
- Underground-fed  Overhead-fed
  - Manual link bypass req'd  safety socket req'd  C.T. enclosure required  dimensions: \_\_\_\_\_ *(per ESR)*
  - Switchgear service entrance required above 801 amps? yes  no  Net metering? yes  no
  - Specifications or drawings provided: \_\_\_\_\_
- Read the back of this sheet for additional information on metering installations.*

- Before Service Can Be Provided** *(Call us at \_\_\_\_\_ to inform us of your progress on the following.)*
- Tree trimming required, to be done by: Customer  Power Company  N/A
  - Required electrical inspection discussed with Customer. *(Customer to contact City, County or State permitting office)*
  - Right-of-way required and explained.  N/A  *(additional widths may be required)*
  - Contract or Letter of Agreement required and explained.  N/A
  - Trench and conduit to be mandrel'd under Power Company supervision and inspected? yes  no  N/A   
*(Call \_\_\_\_\_ for trench inspection with minimum 48 hrs notice.)*
  - Other information needed from Customer before design can take place:
- Read the back of this sheet for additional information on requirements.*

**Notes:** Is this agreement accompanied by a sketch sheet (sheet 2)? yes  no

**Changes to this agreement must be communicated and agreed to by the Estimator or Manager. Your estimate is good for 90 days. If you request changes to the estimate or design, or if it must be recreated after cancellation, the Power Company may require a non-refundable re-engineering fee (minimum of \$200), payable in advance.**

\_\_\_\_\_  
 PacifiCorp representative's signature and P#

\_\_\_\_\_  
 Customer's (or representative's) signature

\_\_\_\_\_  
 Date

**Load Information** - The load information you provide is used in sizing the Company facilities to meet your electrical demands. It is imperative that you provide accurate information and notify your estimator of any changes as quickly as possible.

**General Information**

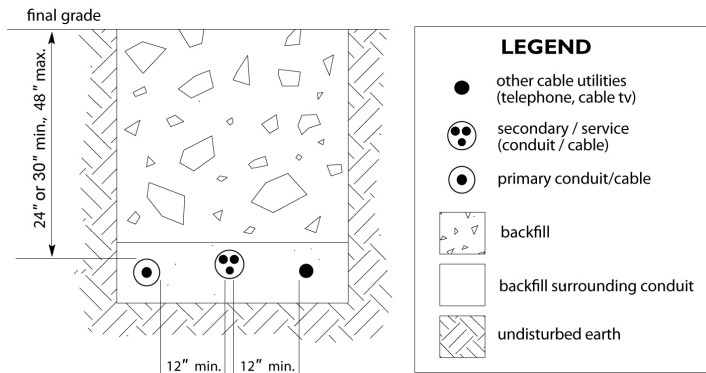
- Line Extension Policy information can be found online at [www.pacificpower.net](http://www.pacificpower.net) or [www.rockymountainpower.net](http://www.rockymountainpower.net) by navigating as follows: *Business > Rates & Regulation > Choose your State > Approved Tariffs, Rate Schedules or Rules.*
- The Customer shall call 8-1-1 (Call Before You Dig) for underground utility cable locations at least 48 hours (two full working days) prior to any excavation.
- By accepting the \$250 Contract Administration Credit, you waive your right to future refunds (if applicable).
- Contact the Estimator if you wish to relocate the route as designed. Do not relocate the Estimator’s stakes.
- The Customer is responsible for following the specifications in this document, as well as those in the Six-State Electric Service Requirements Manual (ESR). The ESR can be found online at [www.pacificpower.net/ESR](http://www.pacificpower.net/ESR) or [www.rockymountainpower.net/ESR](http://www.rockymountainpower.net/ESR).

**Trench & Conduit**

- Electric utilities (cable TV, telephone) shall have at least 12" of horizontal clearance from primary and secondary cables.
- Non-electric utilities (Gas, Water, Sewer, etc.) and privately-owned facilities shall not be installed in the power trench without prior approval by the power company.
- Contact your Estimator if you plan to change the route of the service, install more sweeps, or increase the length.

**Note: Ten feet (10') of level ground, free from obstructions, is required in front of equipment pads. Three feet (3') of clearance is required on the remaining three sides.**

**Main Trench**



Conduit/ Cable	Minimum Cover (in.)	Minimum Trench Depth (in.)	Minimum Burial Depth (in.)
Primary	30	36	48
Secondary/Service	24	30	48

**Additional General Requirements** (See the ESR Manual for all requirements.)

- The height of the meter shall be no greater than 72". The socket’s center shall be no less than 48" above the ground.
- In installations with two or more units, each metered service shall be permanently labeled with the Customer’s address with a metal or hard plastic engraved label.
- For an overhead service, a 24" minimum tail is required to be left out of the service mast.
- For an overhead service to a meter pole, the pole shall be no less than 5½" in diameter at the top, treated, set at least 60" deep, and the bottom of the weatherhead shall be located within 12" of the top of the pole. Used poles must be approved.
- Poles must be accessible to Power Company power-lift aerial equipment.
- The Electrical Inspector (State, County, or City) is the proper person to answer most questions regarding your wiring and equipment beyond the interconnection with the Power Company’s supplied service.

**Before Service Can Be Provided**

- If overhead primary service is to be installed, trees and limbs shall be cleared 10' from each side of the line. **DO NOT TRIM TREES WITHIN 10' OF EXISTING OVERHEAD PRIMARY LINES.** Walk the route with your Estimator to determine acceptable vegetation and appropriate clearances.
- The Power Company will prepare easement documents. The Customer shall return the signed easement and pay any associated costs.
- Underground cable and conduit installations shall not be energized until the proper select backfill over the cable or conduit has been inspected by the Power Company representative. The Customer is responsible for providing the backfill and the final cover of the trench.
- The Power Company’s schedule for construction on your project depends on the project’s size, the type of material ordered (some materials have long lead delivery dates), the workload of the Power Company in your area, and changes to the initial design. Work shall not be scheduled until you have met all of the requirements detailed on this form and the ESR ([www.pacificpower.net/ESR](http://www.pacificpower.net/ESR) or [www.rockymountainpower.net/ESR](http://www.rockymountainpower.net/ESR)), and have called in to inform the Power Company.