



ELECTRIC SERVICE WORKSHEET - RESIDENTIAL

- New Service
 Upgrade Existing Service
 Disconnect/Reconnect
 Solar

A completed form must be submitted with any permit application that includes electrical work.

Please complete the following items on the checklist:

CW# _____

Complete all sections of this form.

- Email PowerDevelopment@cityofloveland.org or call (970) 962-3535 to schedule an appointment for a site visit and review of this form.
- Submit payment/deposit to Water and Power. ****This payment is just for the Power Division construction costs, there are additional fees from the Building Division. If you are making a deposit, there may be additional charges for actual time and material.**
- Take completed form signed by Distribution Designer to Building Division to file for permit.
- Notify Dispatch 962-3581 at least 48 hours in advance to schedule Disconnect/Reconnect. Standard operating hours are 7:30am-3:30pm, work done outside of these hours may incur additional fees.**

Contact Information					Electrical Contractor Information							
Name of Person Submitting Request: _____					<input checked="" type="checkbox"/> Same as Contact Information							
Company Name: _____					Company Name: _____							
Phone # _____ Email _____					Contact Person: _____							
Mailing Address: _____					Phone # _____ Email _____							
Monthly Utility Billing Information					Billing Information for Disconnect/Reconnect							
Customer Name: _____					Bill To: _____							
Mailing Address: _____					Mailing Address: _____							
Phone # _____ Email _____					Phone # _____ Email _____							
Location Information												
Service Address: _____ Unit# _____												
If this is part of a multi-occupancy building, give the building's entire address range: _____												
<input type="checkbox"/> New Construction <input type="checkbox"/> Existing Structure <input type="checkbox"/> Addition to Existing Structure <input type="checkbox"/> Demolition Within City Limits? <input type="checkbox"/> Yes <input type="checkbox"/> No												
<input type="checkbox"/> Overhead <input type="checkbox"/> Underground <input type="checkbox"/> Overhead to Underground												
Type of work to be done (Required): _____												
Will temporary service be needed? <input type="checkbox"/> Yes <input type="checkbox"/> No												
Service Information					Customer Fees (Completed by Distribution Designer)							
Existing Disconnect Size: _____ amps					Deposit \$ _____ <input type="checkbox"/> Bill for actuals							
New Disconnect Size: _____ amps					Flat Fee \$ _____							
Existing Conductor Size: _____ Completed Internally					PIF \$ _____							
New Conductor Size: _____ Length: _____												
Crew Section	Date	Meter No.	Reading	Serial No.	Make	Type	Phase	Wire	Amps	Volts	Form (FM)	
Removal												
Install												
Comments: _____												

By signing and submitting this form, you acknowledge and agree to the City of Loveland Requirements for Electric Service (available online and in person). These requirements apply to all new electric installations and additions to or modifications of existing electric installations.

Signature _____ Date _____

TO BE SIGNED AFTER REVIEW BY THE DISTRIBUTION DESIGNER OR AFTER THE DESPOSIT HAS BEEN PAID.

Distribution Designer _____ Date _____