

Commercial Load Letter

General Information			
Service Location (Address)		Type of Business	
Electrician	Address	Phone	
Member	Address	Phone	
Total Square Footage	Conditioned Space Sq. Footage	Type of Heat	
Type of Service (Check all that apply)			
<input type="checkbox"/> Underground	<input type="checkbox"/> Uprate	<input type="checkbox"/> New	
<input type="checkbox"/> Overhead	<input type="checkbox"/> Relocation	<input type="checkbox"/> Temporary	
Service Information			
Service Voltage			
<input type="checkbox"/> 1 Phase, 3 Wire, 120/240	<input type="checkbox"/> 3 Phase, 4 Wire, Delta, 120/240		
<input type="checkbox"/> 3 Phase, 4 Wire, Wye, 120/208	<input type="checkbox"/> 3 Phase, 4 Wire, Wye, 277/480	<input type="checkbox"/> Other (Must be Approved)	
Service Size			
<input type="checkbox"/> 100 Amp	<input type="checkbox"/> 200 Amp	<input type="checkbox"/> 400 Amp	<input type="checkbox"/> 600 Amp
			<input type="checkbox"/> Other: _____
Service Wire			
Size of Load Phase Wire: _____		Sets of Load Wires Per Phase: _____	
Size of Neutral Wire: _____		Load Wire Type: <input type="checkbox"/> Aluminum <input type="checkbox"/> Copper	
Electric Load (No Motors)		Electric Motor Load (Except Heat + AC)	
Interior Lighting	_____ kw	Computers	_____ kw
Exterior Lighting	_____ kw	Receptacles	_____ kw
Electric Cooking	_____ kw	Refrigeration	_____ kw
Water Heater	_____ kw	Other	_____ kw
Dryer	_____ kw	Other	_____ kw
Heat Pump	_____ kw	Other	_____ kw
Emg. Strip Heat	_____ kw	Future	_____ kw
Electric Heat	_____ kw		
Air Conditioning	_____ tons		
Operating Schedule			
Hours per Week: _____		Months per Year: _____	
Special Notes			

Signed: _____ Date: _____