

# Residential new construction electric service application (one or two living units)



## Service request (check all that apply)

Electric     Temporary electric

## Homeowner information and new site information (If builder is owner, please indicate.)

Homeowner name: \_\_\_\_\_ Email: \_\_\_\_\_  
 Social Security #: \_\_\_\_\_ Driver's license #: \_\_\_\_\_  
 Co-applicant name: \_\_\_\_\_ Email: \_\_\_\_\_  
 Social Security #: \_\_\_\_\_ Tax exempt  Y  N Driver's license #: \_\_\_\_\_  
 Current mailing address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_  
 Preferred contact method:  Email: \_\_\_\_\_  Phone: (\_\_\_\_) \_\_\_\_\_ (Required for some communications)

## Site information

**New service address/Fire #** \_\_\_\_\_ County: \_\_\_\_\_  
 City    Town    Village (enter tax municipality): \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_  
 Nearest intersection: \_\_\_\_\_ Lot number: \_\_\_\_\_ Parcel number: \_\_\_\_\_  
**Current construction stage:**    Not started    Excavated    Foundation    Backfilled    Capped  
     Framed    Fully enclosed    Finishing   Date building will be staked: \_\_\_\_/\_\_\_\_/\_\_\_\_

## Structure information

**Square footage of home:** \_\_\_\_\_    **Dwelling type:**    Single family    Duplex    **Primary residence:**    Yes    No  
**Building type:**    Frame construction                       Mobile / factory-built structure - estimated delivery date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
                                   Other (garage, outbuilding, etc.)                       Metal roof

## Builder information

**Builder name:** \_\_\_\_\_    **Builder phone:** (\_\_\_\_) \_\_\_\_\_    Federal tax ID #: \_\_\_\_\_  
**Primary contact name:** \_\_\_\_\_    **Primary contact phone:** (\_\_\_\_) \_\_\_\_\_  
 Email: \_\_\_\_\_    Preferred contact method:    Phone    Email  
 Address: \_\_\_\_\_    City: \_\_\_\_\_    State: \_\_\_\_\_    ZIP: \_\_\_\_\_

## Electric service requirements (Complete this section only if electricity will be provided by We Energies.)

**Important note: Please discuss this application with your builder and/or contractors. This is critical in determining the correct service size for your future needs. Incomplete forms and/or inaccuracies could cause delays.**

Type:    Overhead    Underground \_\_\_\_\_    Voltage:    1 phase - 120/240    Other \_\_\_\_\_  
 Size:    100 amps    200 amps    320 amps    400 amps    Other: \_\_\_\_\_  
 Temporary service size \_\_\_\_\_ (amps/voltage)

Electric equipment: (Check all that apply)

Equipment	Qty.	KW	Equipment	Qty.	KW
<input type="checkbox"/> Central air conditioner			<input type="checkbox"/> Pool/hot tub heater		
<input type="checkbox"/> Tankless/on-demand water heater			<input type="checkbox"/> Welder		
<input type="checkbox"/> Electric vehicle charger			<input type="checkbox"/> Equipment with 3 HP or larger motor (i.e., large workshop)		
<input type="checkbox"/> Geothermal/heat pump			<input type="checkbox"/> Other		
<input type="checkbox"/> Co-generation (solar)			<input type="checkbox"/> Other		

## Electrical contractor information

Company name: \_\_\_\_\_    Company phone: (\_\_\_\_) \_\_\_\_\_    Email: \_\_\_\_\_  
 Contact name: \_\_\_\_\_    Contact phone: (\_\_\_\_) \_\_\_\_\_

### For office use only

Scanned \_\_\_\_\_ Mtr rdg rte \_\_\_\_\_ Town code \_\_\_\_\_ Rec'd date \_\_\_\_\_  
 Gas WR # \_\_\_\_\_ Electric WR # \_\_\_\_\_ Cust # \_\_\_\_\_ Premise ID \_\_\_\_\_ AMR?    Y    N  
 Check Experian    Y    N    Refer to positive ID    Y    N

(Signature/return instructions on Page 2)

## Location of customer-owned facilities and natural obstacles

For any above or underground facilities or obstacles on your property, check the appropriate box(es) below and mark them on your plat of survey, site plan or sketch details.

- |   |   |   |   |
|---|---|---|---|
| <input type="checkbox"/> Well                   | <input type="checkbox"/> Bedrock (rocky ground) | <input type="checkbox"/> Future decks, additions, structures or fencing |   |
| <input type="checkbox"/> Septic                 | <input type="checkbox"/> Steep hill             | <input type="checkbox"/> Underground tank/fuel lines                    | <input type="checkbox"/> Electric dog fence |
| <input type="checkbox"/> Sewer lateral          | <input type="checkbox"/> Trees                  | <input type="checkbox"/> Customer-owned cable                           | <input type="checkbox"/> Sprinkler system   |
| <input type="checkbox"/> Drain tiles/downspouts | <input type="checkbox"/> Retaining wall         | <input type="checkbox"/> Yard lighting                                  | <input type="checkbox"/> Other: _____       |

Do you have any wetlands, waterways, ground waters; threatened or endangered species; cultural or historical resources; hazardous spills or materials?

Yes  No If yes, please explain: \_\_\_\_\_

**Note:** If any of the above are discovered during construction, crew activity will stop, and we will notify you of subsequent action. This may result in delays in scheduled construction and/or additional costs.

## Responsible party information (Select one for each statement.)

- |   |                                     |   |
|---|-------------------------------------|---|
| Who is responsible for electric installation charges?             | <input type="checkbox"/> Home owner | <input type="checkbox"/> Builder/general contractor |
| Who is responsible for electric energy costs during construction? | <input type="checkbox"/> Home owner | <input type="checkbox"/> Builder/general contractor |

## Authorization

**I certify that I own or am the authorized representative of the person(s) who owns the property indicated in this application. I certify the information provided is accurate and I will promptly inform We Energies of any plan revisions. If installation requirements differ from what is submitted on this application, I understand these changes may result in an increased cost to me. I also understand a daily customer charge will be included in my monthly bill and begins the day the electric meter is installed, whether or not electricity is being used.**

Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Printed name: \_\_\_\_\_

**Remember:** Involve your builder and contractors when filling out this application. They will be able to make sure your application is accurate. Also, make sure your application is signed to avoid delays.

### What we need from you:

1. Application\*
2. Plat of survey and/or site sketch.\* Example and instructions on next page.
3. Elevation plans. Need based on property grade. Request from builder.

\*Required

### Return instructions:

Email: [co-non-design-central@we-energies.com](mailto:co-non-design-central@we-energies.com)  
Mail: We Energies, Central Group, PO Box 2046, Milwaukee, WI 53201  
Fax: 262-574-6401 or 800-632-1460

When we receive your application, you will receive a confirmation email. We look forward to working with you.



# Electric construction property site sketch

Service address: \_\_\_\_\_

**Location of customer-owned facilities:** We need a plat of survey and/or site sketch with this application. Mark the following on the plat and or/sketch: **Meter locations:** "E" for electric. **Distance:** (In feet) from the nearest corner of the building to desired meter locations. **Additional items:** Show applicable items from list below. Example on next page.

1. **Trees and bushes** – Show current landscaping that could cause obstacles.
2. **Metal roof** – Meters should be on the gable end of building. Snow and ice shields are mandatory on pitched sides.
3. **Water** – Show current and proposed municipal water lines or private well. Include connecting pipes to the building.
4. **Sewer** – Show current and proposed municipal sewer lines or private septic system. Include connecting pipes to the building.
5. **Propane (LP)** – Show current and proposed tanks and connecting fuel lines.
6. **Other above-ground and underground facilities** – Show current and proposed facilities including:
 

<input type="checkbox"/> Private underground wiring	<input type="checkbox"/> Sprinkler systems	<input type="checkbox"/> Drain tile/down spouts/sump pump lines
<input type="checkbox"/> Private cable/satellite systems	<input type="checkbox"/> Air conditioning units	<input type="checkbox"/> Geothermal heat pumps and lines
<input type="checkbox"/> Invisible fences	<input type="checkbox"/> Fresh air intakes	<input type="checkbox"/> External wood furnace and lines
<input type="checkbox"/> Private outdoor lighting	<input type="checkbox"/> Retaining walls	<input type="checkbox"/> Decks, patios, swimming pools, outbuildings

**At construction time, all existing or proposed private underground facilities must be marked or exposed before service can be installed. We Energies and/or its agents are not liable for any damage to private underground facilities that are inadequately marked and/or exposed.**

## PROPERTY SITE SKETCH

\_\_\_\_\_ feet from property line to front of house.

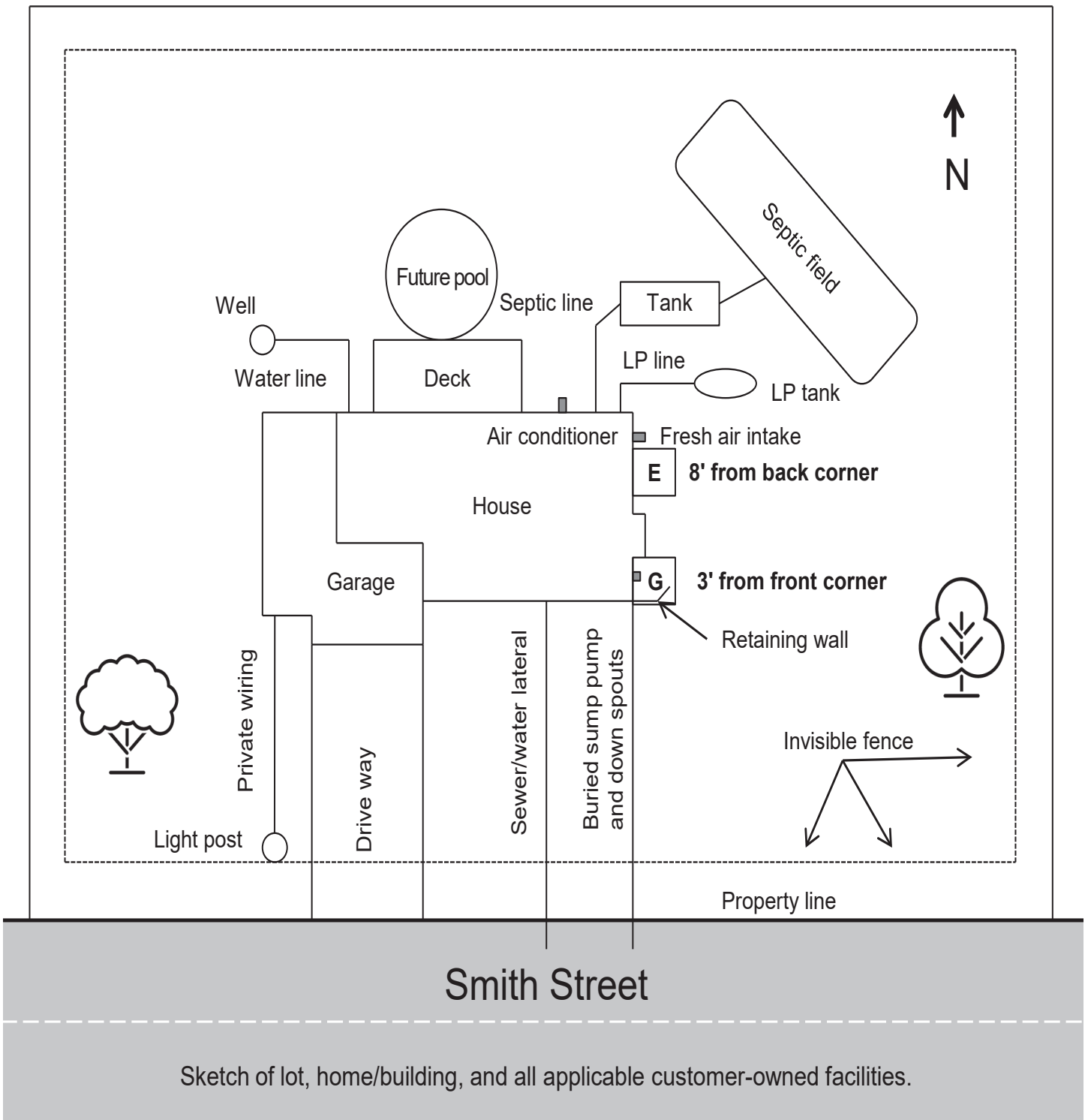
\_\_\_\_\_ feet from property line to side of house with meter(s).



# Example site sketch

400 feet from property line to front of house.

200 feet from property line to side of house with meter(s).



Sketch of lot, home/building, and all applicable customer-owned facilities.

## ELECTRIC METERS

- The National Electric Safety Code requires an unobstructed working space that extends from the floor or ground to a minimum height of 6 feet, 6 inches. For electrical equipment mounted higher than 6 feet, 6 inches, this space shall extend to the top of the equipment.
- For underground service laterals, the centerline of all meters shall be between 3 and 6 feet from the finished grade.
- For overhead service drops, the centerline of all meters shall be between 4 and 6 feet from the finished grade.
- There shall be a minimum distance of 3 feet of unobstructed working space, measured from the meter face, in front of all electric and natural gas meters.
- We prefer a 3-foot minimum separation between natural gas and electric facilities.
- The preferred termination of service laterals is on the outside of a building.
- Only approved meter-mounting devices and termination equipment are to be used.
- Meter locations shall be free from excessive moisture, vibrations and heat.

