



## Electrical Service Application for the City of St. Thomas

(See back of this form for Additional Information)

<b>Owner or Owner's Rep. Name:</b>		<b>Phone:</b>
<b>Project Name:</b>		
<b>Project Address:</b>		<b>Postal Code</b>
<b>Contact Name:</b>		
<b>Contact Address:</b>		<b>Postal Code</b>
<b>Contact E-Mail:</b>		<b>Cell:</b>
<b>Contact Phone:</b>		<b>Fax:</b>

**1. Service Type Required**

<input type="checkbox"/> 120/240 Volt Single Phase <input type="checkbox"/> 120/208 Volt Three Phase <input type="checkbox"/> 347/600 Volt Three Phase <input type="checkbox"/> Primary 27.6/16 kV <input type="checkbox"/> Temporary (check voltage)	<input type="checkbox"/> Overhead  <input type="checkbox"/> Underground
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**2. Number of Meters**

Single Meter  
 Multiple Meters

**Number of Meters**

100A or less \_\_\_\_\_  
 200A \_\_\_\_\_  
 greater than 200A \_\_\_\_\_

**3. PTs and CTs Location**

In Utility Metering Cabinet  
 In Customer Switchgear  
 Not Required

**4. Requested In-Service Date (See Box 4 note on back)**

Month / Day / Year \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**5. Main Service Size**

100 Amp  
 200 Amp  
 400 Amp  
 600 Amp  
 800 Amp  
 1000 Amp  
 1200 Amp  
 Other \_\_\_\_ Amps

**Main Service Conductor**

Size (MCM) \_\_\_\_\_

Type (CU or AL):  CU  AL

Number of conductors per phase:

1     2     3     4  
 Other

**6. Capacity of Main Switch or Breaker**

Maximum rated capacity: \_\_\_\_\_ Amps

**7. Connected kW & Estimated Peak kW Demand (See Box 7 note on back)**

Total Connected kW: \_\_\_\_\_ kW

Estimated Peak Demand: \_\_\_\_\_ kW

**8. Transformer Ownership – (See Box 8 note on back)**

Utility Owned  
 Customer Owned

Contact Name \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## **Additional Information**

The information requested on this form must be provided to the Entegrus Powerlines Inc. (EPI) Engineering Department along with a site plan drawing showing existing and proposed property lines, existing and proposed building footprints, existing pole locations, proposed electrical room and/or proposed metering location and show how the metering can be accessed. All drawings are to be submitted in AutoCAD Format. All transformer locations must be approved by EPI. If new services and meters are being added to an existing main service in an existing commercial or industrial building, a site plan drawing will not be required but a drawing showing the electrical room with the new proposed meter location(s) will be required.

The customer is responsible for the complete service installation cost. To obtain a quotation (Offer to Connect), sign and return this form along with an approved site plan. When EPI receives payment for the full amount, the material will be ordered and the work will be scheduled. If transformers are required, the delivery can be up to 12 weeks from the time payment is received. If easements are required, the customer is responsible to obtain any legal registered easements and send a copy to EPI before the service is energized.

All information and drawings submitted to EPI will be protected by the Personal Information Protection & Electronic Documents Act (PIPEDA).

Contact Information:	Entegrus Powerlines Inc. 135 Edward Street St. Thomas, Ontario N5P 4A8 Attention: Engineering Department Phone: 519-631-5550 ext. 5253 Fax: 519-631-2243 Email: customerservice@entegrus.com	Mailing Address:	Entegrus Powerlines Inc. P.O. Box 460, Stn Main St. Thomas, Ontario N5P 3V2
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**Box 1** Select the required voltage. If a customer owned transformer is being installed also check "Primary High Voltage". Note that Temporary is a service for special events or construction typically less than a year.

**Box 2** If there are existing meters off the main service and a new meter is being added to the existing main service, only enter the number of new meters.

**Box 3** If required, select where the PTs and CTs will be located. The PTs and CTs can be located in a separate cabinet or in the customer switch gear.

**Box 4** The customer must meet the following requirements before EPI can energize a new electrical service. EPI must receive written notification that all work completed by electrical contractors has been inspected by the Electrical Safety Authority (ESA). The customer must complete EPI's Electric Service Meter Base/Service Address Verification Form and sign a Service Agreement. If the customer chooses to purchase energy from a third party, the customer must make all the required arrangements with the third party and the third party must satisfy all of EPI's requirements. If the customer chooses to purchase energy from a third party, the customer still must sign a Service Agreement Form with EPI.

**Box 5** It is the customer or customer's representatives responsibility to determine the service size for the proposed connected load and operation. Section 8 of the Ontario Electrical Safety Code outlines the methods used to determine electrical service sizes for buildings.

**Box 6** Enter the maximum amperage rating of the main switch or breaker being installed. The maximum rating can be higher than the service size. If the capacity or rating of the main switch or breaker is higher than the service size, the breaker protection settings or fuse size will be lowered to accommodate the lower rating of the cable or wire.

**Box 7** The total connected kW is the kW sum of all the equipment connected to the service. The estimated peak kW demand load is the expected peak kW load for the service which will be less than the total connected kW.

**Box 8** EPI will typically supply and own transformers up to 1000 kVA and up to 1500 kVA will be considered under special circumstances. For customer owned transformers, the customer will be responsible for operation, maintenance and replacement of the transformer. Single-phase transformers up to 167 kVA can either be pole mounted or pad-mounted. Three-phase transformers up to 300 kVA can either be pole-mounted or pad-mounted and three-phase transformers over 300 kVA will be pad-mounted.