



# City of Aspen Utilities ELECTRIC LOAD FORM

To be submitted by Electrical Designer or Electrical Contractor

**REMINDER:** This Load Form, along with copies of any associated City of Aspen electric bills, are required as part of your Electric Permit submittal on the Salesforce Portal.

## Contact Information

Name of Person Submitting:		Date:
Property Owner Name:	Phone #:	Email:

## Electrical Contractor Information

Electrical Contractor Company Name:		Contact Person:
Phone #:	Master Permit #:	Email:

## Location Information

Service Location:

## Service Information:

The information in this section will be used by Electric Field staff to accurately establish new or updated electric service on this parcel.

### Existing Service Information

### New Service Information

<input type="radio"/> N/A – No Existing Service at this Location		<input type="radio"/> N/A – Existing Service at Service Entrance will Remain Unchanged	
Service Type:		Service Type:	
Transformer #:		Service:	
Transformer Size: Keva			
Voltage:		Voltage:	
Service Terminates In:		Service Terminates In:	
Service Entrance Size: Amps		Service Entrance Size: Amps	
Conductors/Phase:	Conductor Size:	Conductors/Phase:	Conductor Size:
# of Cables/Wires	Solar: <input type="checkbox"/> Yes <input type="checkbox"/> No	# of Cables/Wires	Solar: <input type="checkbox"/> Yes <input type="checkbox"/> No

## Meter Information:

The information in this section will be used by Aspen's Utility Billing staff to correctly create Electric Work Orders and to properly update all associated City of Aspen Electric accounts and rate structures.

**\*Required: Existing Meter Information for ALL Meters on Site**

**\*Required: New Meter Information**

<input type="radio"/> N/A – No Existing Meter sat this Location	<i>For multi-occupancy buildings, tenant meters will only be installed for spaces being furnished under this permit. Core and Shell only projects will only receive a house meter on the C&amp;S permit.</i>
<b>Required: All City of Aspen Electric Account #s Associated with Current Electric Meters and this Electric Permit.</b>	Max. Potential # of Meters at Build Out: _____ Commercial _____ Residential

Meter Number:	Breaker Size at Meter:	Meter Will:	<b>*Required--Number of Meters Being Requested</b>	
#	_____ Amps	_____ Stay _____ Remove	<b>Commercial Meters:</b>	<b>Residential Meters:</b>
#	_____ Amps	_____ Stay _____ Remove	_____ Phase _____ W _____ / _____ V	_____ Phase _____ W _____ / _____ V
#	_____ Amps	_____ Stay _____ Remove	Number of Meters Needed: _____	Number of Meters Needed: _____
#	_____ Amps	_____ Stay _____ Remove	<b>Breaker Size at Meter:</b>	<b>Breaker Size at Meter:</b>
#	_____ Amps	_____ Stay _____ Remove	_____ @ _____ Amps	_____ @ _____ Amps
#	_____ Amps	_____ Stay _____ Remove	_____ @ _____ Amps	_____ @ _____ Amps
#	_____ Amps	_____ Stay _____ Remove	_____ @ _____ Amps	_____ @ _____ Amps
#	_____ Amps	_____ Stay _____ Remove	_____ @ _____ Amps	_____ @ _____ Amps
#	_____ Amps	_____ Stay _____ Remove	_____ @ _____ Amps	_____ @ _____ Amps

City of Aspen Electric Service – Phone: 970.920.5110 Email: [electricsservice@aspen.gov](mailto:electricsservice@aspen.gov)