



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:
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Property Owner Name:	Phone #:	Email:
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Electrical Contractor Information

Electrical Contractor Company Name:	Contact Person:
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Phone #:	Master Permit #:	Email:
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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 checked="" 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 checked="" 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&S permit.</i>
<i>Required: All City of Aspen Electric Account #s Associated with Current Electric Meters and this Electric Permit.</i>	Max. Potential # of Meters at Build Out: _____ Commercial _____ Residential

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

City of Aspen Electric Service – Phone: 970.920.5110 Email: electricservice@aspen.gov