

# YAMPA VALLEY ELECTRIC ASSOCIATION New Construction/Change of Service

New Construction

Change of Service

**All applications *MUST* have a copy of the property deed attached before processing.**

*If you are getting this form off our website, please download the form onto your desktop and email completed form to [emortenson@yvea.com](mailto:emortenson@yvea.com)*

*If you have questions filling out this form contact Emma Mortenson @ (970) 871-2242*

## PHYSICAL ADDRESS

**Project Name:** \_\_\_\_\_  
**Service Address:** \_\_\_\_\_  
**City, State, Zip:** \_\_\_\_\_

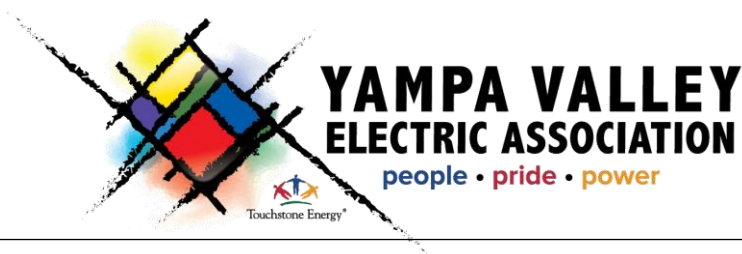
## LEGAL DESCRIPTION

**Parcel Number:** \_\_\_\_\_ **Subdivision:** \_\_\_\_\_  
You can find your property information on <http://routtgis.maps.arcgis.com/apps/webappviewer/index.html>

## ACCOUNT/BILLING INFO

**Owner:** \_\_\_\_\_  
**First Name:** \_\_\_\_\_ **Middle Initial:** \_\_\_\_\_ **Last Name:** \_\_\_\_\_  
**Cell Phone:** \_\_\_\_\_ **Office Phone:** \_\_\_\_\_  
**Email:** \_\_\_\_\_  
**Billing Address:** \_\_\_\_\_  
**City, State, Zip:** \_\_\_\_\_

**Driver's License #:** \_\_\_\_\_ **State Issued:** \_\_\_\_\_  
**Social Security or Tax ID #:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_\_  
**Spousal Applicant:** \_\_\_\_\_ **Social Security #:** \_\_\_\_\_



**CONTRACTOR INFORMATION**

**General Contractor:** \_\_\_\_\_ **Office Phone:** \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Electrical Contractor:** \_\_\_\_\_ **Office Phone:** \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**ELECTRIC SERVICE REQUESTED**

**Temporary**                      Size Requested: \_\_\_\_\_                      Date Requested: \_\_\_\_\_

**Permanent**

**Underground                      Overhead**

**Type**

**Single Phase                      200a                      320a                      Other**

**Duplex                      200a                      320a                      Other**

**Barn/Garage/Gate**

**Irrigation** (Need to submit a separate [motor load form](#))

**Commercial/Industrial** (Need to submit a separate [commercial load data form](#))

**Multi-Unit/Mixed Use** (Requires in person and/or site visit from YVEA field personnel)

**Subdivision** (Requires in person and/or site visit from YVEA field personnel)

**SERVICE VOLTAGE (CHECK ONE)**

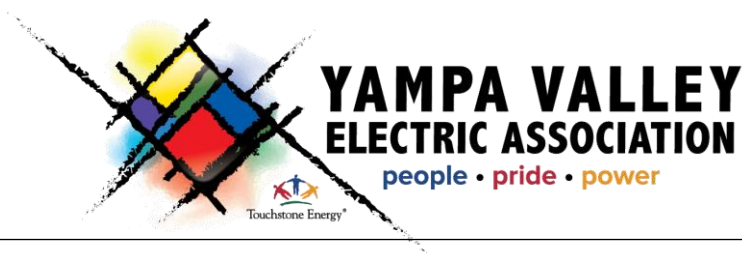
120/240V 1-phase, 3-wire (Typical Residential)

120/208V 3-phase, 4-wire

240/480 1-phase, 3-wire (Irrigation Only)

277/480V 3-phase, 4-wire

120/240V 3-phase, 4-wire (Overhead Transformers)



**SERVICE DESCRIPTION (CHECK ALL THAT APPLY)**

New Construction: \_\_\_\_\_ Sq. Ft.      Building Addition/Renovation: \_\_\_\_\_ Sq. Ft.  
 Relocation of Existing Service Entrance or Primary Facilities  
 Multi-Unit Area Per Unit: \_\_\_\_\_ Sq. Ft.

**Date of Ground Breaking (est.):** \_\_\_\_\_ **Date of Final Grade (est.):** \_\_\_\_\_

**Switch/Main Size (Amps):** \_\_\_\_\_ *(If switch/main is 320 Amps or larger, Applicant must submit one-line and load calculations for YVEA approval)*

**Number of Conductors:** \_\_\_\_\_ **Size:** \_\_\_\_\_ **Type:**      **CU**      **AL**

**GENERATION**

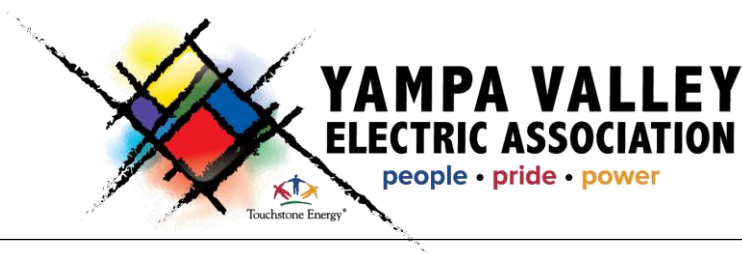
**Generation:**      For Parallel or Back-up Generation, a generation inter-connection form is required.

Photovoltaic                      Wind                      Small Hydro                      Backup Generator

*Use this form for all residential, commercial, subdivision, and temporary service requests. A New Construction/Change of Service form, and any additional documents requested by YVEA must be submitted to YVEA prior to an Estimate or Design being completed. Incomplete forms or missing documentation may delay this process.*

**The following documents may be required with your New Construction Change of Service Form:**

1. Preliminary Plat/Survey with legal description of property (for easement, if required)
2. Site Plan showing building relative to property lines and YVEA facilities (mark any existing service location(s))
3. Civil drawings (showing water, sewer, gas, phone, electric, pavement, grading etc.)
4. Complete electrical drawings, one-line diagrams, and load detail sheets
5. Electronic CAD file of Approved/Signed Final Plat



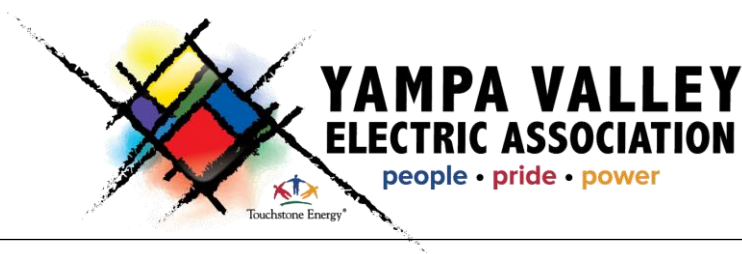
The applicant agrees to be responsible for the electric charges at the location designated above until such time that the Applicant requests and receives discontinuance of service. It is agreed that all bills will be paid by the appropriate due date and failure to do so may result in discontinuance of service. This Application for Electric Service shall constitute a service contract between the Applicant and the Association, a grant of security interests in that any information contained in this request may be used to collect on a delinquent account. The Applicant also agrees to pay late fees (penalty interest) of 1.5% per month on all delinquent charges until paid in full and agrees to promptly reimburse the Association for all collection costs and attorney's fees incurred by the Association to collect delinquent amounts owed on Applicant's account after default. **Unless the "NO" box is checked immediately below, Applicant agrees to participate in YVEA's Round-Up Program so that each monthly bill will be rounded up to the next dollar and the accumulated round-up funds will be given to YVEA's Caring Consumers Foundation dba/Operation RoundUp for distribution for charitable purposes.**

No, I elect not to participate in YVEA's Round-Up Program.

I agree that the information on this application is correct to the best of my knowledge. I understand that any changes made to the above information or attached documents may increase the time and costs required for Yampa Valley Electric Association to provide service to the project. Applications that are incomplete after 60 days may be discarded.

**New construction may require a separate easement document that will need to be signed, notarized by affected property owners, and recorded by Yampa Valley Electric Association.**

APPLICANT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_



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## YVEA/Applicant Project Descriptions

### Service Installations

All underground sourced service installations for single family and duplex residences will be by meter pedestals installed by YVEA beginning June 1<sup>st</sup>, 2018. YVEA will install the meter pedestal, grounding, main breaker, line side conductor and AMI-SD meter at the applicant's expense. The applicant, at their expense, will supply and install, load side conductors and electrical inspections from the meter pedestal to the load.

### YVEA/Applicant Project Timelines

Lead time prior to the start of project management is required after receiving the New Construction Change of Service Form.

**Project Management:** Includes Property Research, System Design/Drawings, Easement/Permit Requirements, Site Meetings, Field Staking, Staking Sheets, Material Pick Lists, Calculate Estimates, Construction Deposits (if required), Contract Preparation and Construction Invoicing.

**Applicant Readiness:** Includes Driveways Installed, Building Sites or Foundations Established or Located, Overall Site Preparation (Sub-Grade) with Final Grades at Equipment Locations, Easements Executed, Inspections Completed, Contracts Signed, Electric Service Request Form Submitted and Invoices Remitted.

**Project Scheduling:** Includes Material Orders, Procurement, Delivery, Line Locates, Permit Issuance, Installation Scheduling, Construction and Clean-Up.

Prior to the start of construction, YVEA may require a Pre-Construction meeting with the owner/developer and electrical contractor to confirm applicant readiness and adherence to YVEA requirements.

*\*The following Project Timeline categories are provided as a guide only. Actual project time may be affected by labor and material availability, field conditions, extraordinary design/permit applications, and applicant/developer or contractor readiness.*

### Service Installations

- Installation of new YVEA meter pedestal (at existing transformer) for temp to permanent residential single family and duplex services
- Installation of new overhead service (from existing pole) with approved inspection
- Installation of underground service (from existing transformer or pedestal) in applicant supplied conduit, with approved inspection
- Meter installations for construction temporary or permanent residential services
- Area Lighting Installations



### Small Scope Project

- 1-Phase OH (overhead) transformer installation on existing pole with new service
- Relocation of existing OH (overhead) residential service or conversion to UG (underground) service
- 1-Phase UG (underground) transformer installation at existing YVEA facilities with new service
- Relocation of existing UG (underground) residential service-trench and conduit provided by applicant



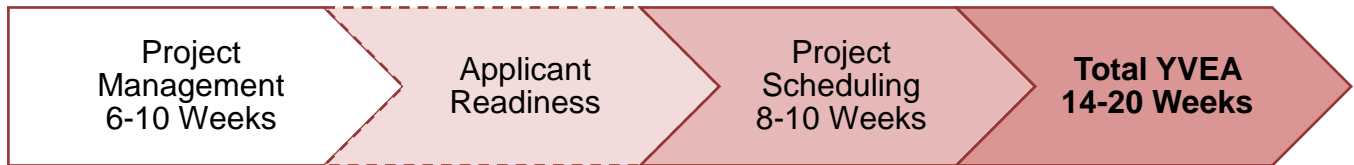
### Medium Scope Project

- 1-Phase OH (overhead) and UG (underground) primary line extensions
- Relocation of 1-Phase OH (overhead) or UG (underground) facilities
- Upgrade, install or remove 1-Phase transformer
- Street lighting installations



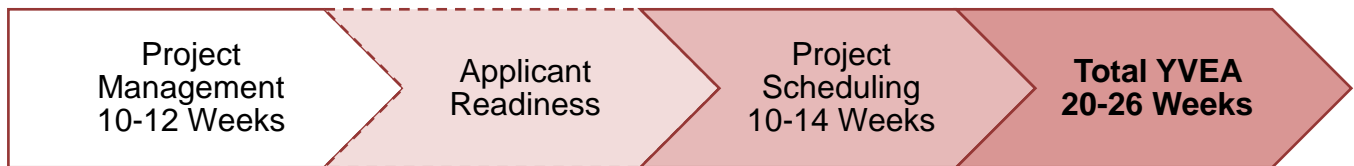
### Large Scope Project

- 3-Phase OH (overhead) and UG (underground) primary line extensions
- Relocation of 3-Phase OH (overhead) or UG (underground) facilities
- Upgrade, install or remove 3-Phase transformer



### Complex Scope Project

- New Residential Subdivision
- New Commercial/Industrial Park
- New Condominium/Apartment Complexes



*\*YVEA recognizes that applicants may have projects with special requirements; we are committed to working with you to help meet your required service date.*