

**Volunteer Energy Cooperative
Electric Load Form**

NOTICE TO ALL ELECTRICAL CONTRACTORS AND BUILDERS

Before any electrical service is provided to any commercial building (including schools, churches, etc.), an electrical load report must be submitted to the District Office of the Volunteer Energy Cooperative. This report must be signed by either the electrical contractor or builder. This will help us ensure that the transformer station and service that we provide will be of sufficient size to carry the load. This report should be filled out as accurately as possible. Any damage to Volunteer Energy Cooperative's facilities, resulting from the wrong information being provided, will be the responsibility of the person submitting the load report.

No work orders will be issued for service until this report is received by the Volunteer Energy Cooperative. Copies of the electric load report outline can be picked up at any Volunteer Energy Cooperative office when request is made for service.

Volunteer Energy Cooperative



Dion Cooper
President/CEO

(Use space provided and extra paper if needed.)

A. GENERAL LOAD DESCRIPTION

- 1. Customer Name and Address _____

- 2. Voltage Requested _____
- 3. Single Phase or Three Phase _____
- 4. Three Wire or Four Wire Service _____
- 5. Service Panel Size _____
- 6. Conductor Size and Number Per Phase _____
- 7. Type of Operation _____

B. LIGHTING LOAD

- 1. Include the fixture type, the **number** installed and the **wattage** of each fixture. No. _____ **Watts** _____
- 2. Provide total lighting load in kW. **Load (kW)** _____
- 3. If a **120/208** volt or **277/480** volt system is used, will lighting load be balanced? **Yes** _____ **No** _____

C. AIR CONDITIONING OR HEAT PUMP LOAD

1. Unit size in B.T.U. or tons and the number of each unit installed. No. _____ Tons _____
B.T.U. _____
2. For each unit provided:
a. compressor size in horsepower and if single phase or three phase. Size (HP) _____
b. Fan motors in horsepower and if single phase or three phase. Size (HP) _____

D. HEAT LOAD

1. State if heat is **gas** or **electric**. Electric _____ Gas _____
2. List all heat units by size [in kW] and number of each unit installed.
No. _____ kW(ea) _____
3. If auxiliary heat in heat pumps is used, indicate number of strips per unit, size of strips [kW], and the number connected. No. _____ kW(ea) _____
4. If three phase system is used, will single phase heat be balanced?

TOTAL kW _____

E. MOTOR LOAD

1. List the size of all motors to be installed in horsepower.
2. Indicate if motor is **single phase** or **three phase**.
3. Give purpose of motor (such as compressor, fan, etc.).

TOTAL H.P. 1Ø _____

TOTAL H.P. 3Ø _____

F. MISCELLANEOUS LOAD

1. Provide a listing of any miscellaneous loads such as water heaters, cooking equipment, dryers, etc.
2. The loads should be given in kW and indicate single phase or three phase connection.

TOTAL kW _____

TOTAL [1Ø] PHASE kW _____

TOTAL [3Ø] PHASE kW _____

SIGNED _____

REPRESENTING _____

DATE _____