

# Electrical Service Information Form

Date: (DD/MM/YY)		Service address (full address and postal code if available)
Project name		
Legal description		
BC Hydro Reference #		
Anticipated energization date:		

## Owner information

Name		Mailing address	
Email address		Address line 2	
Phone/Cell #		GST#	

## Technical contact persons

	Name	Email address	Phone no.
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Electrical contractor			
Electrical consultants			
General contractor			

## Building and electrical details

Building state:    New      Existing	Proposed use of building:		
Permanent service      Temporary service			
Number of hours of operation per day:			
Number of operational days per week:			
Main switch size:	amps	Code peak demand:	kW
80% rated      100% rated (BC Hydro approval required)		Your Designer may inquire further about your computation for the code demand	
Voltage:	volts	Average operating demand:	kW
Largest motor:	hp	Time of day of peak demand:	AM      PM
Fire pump:      No      Yes – Size _____			
Building heated by:	Gas      Electric      Heat pump – Locked Rotor Amp ____ A	Electric furnace	Other
On-site customer-owned generation:	No      Yes—open transition      Yes—closed transition		
Requested service type:	Overhead      Underground		

Load details	Existing (if applicable)	New
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Electric heating load	kW	kW
Lighting load	kW	kW
Heat pump including geothermal	kW	kW
Air conditioning motor load	kW	kW
Electric vehicle charging load	kW	kW
Other motor load	kW	kW
Other load	kW	kW
Total connected load	kW	kW
Proposed future load	kW	kW

Metering Information						
Total number of meters	Residential:			Commercial:		
Meter details	Meter type: 1 Phase   3 Phase   TBD			Voltage: 120/240   120/208   347/600   TBD		
	Number of wires:			Other: Temporary master metering required Yes   No		
Current transformer CT type:	Bar	CT lugs conductor size: Conductor to CT lugs:	x Cu   Al	Window	TBD	

## Energization

- Energization of the project will be scheduled upon receipt of:
  - Necessary approvals, permits from appropriate authorities, including municipal, electric inspection and other utilities.
  - Execution of all required documents, including application for service, service agreement(s) and rights-of-way, as required.
  - Completion of metering identification and receipt of electrical room keys.

Electric Service Information Form: Return by email to the BC Hydro office nearest to the service location listed below.

<b>Lower Mainland South</b>	Surrey, Richmond, Delta, Langley, White Rock	<a href="mailto:Fv.Design@bchydro.com">Fv.Design@bchydro.com</a>
	Abbotsford, Chilliwack, Hope, Mission	<a href="mailto:FVE.design@bchydro.com">FVE.design@bchydro.com</a>
<b>Lower Mainland North</b>	Vancouver, Burnaby	<a href="mailto:Van-Bby.Design@bchydro.com">Van-Bby.Design@bchydro.com</a>
	North Shore Coastal	<a href="mailto:design.nsc@bchydro.com">design.nsc@bchydro.com</a>
	Coquitlam, Tri-Cities, Maple Ridge	<a href="mailto:design.coq@bchydro.com">design.coq@bchydro.com</a>
<b>Vancouver Island</b>	Victoria	<a href="mailto:Design.svi@bchydro.com">Design.svi@bchydro.com</a>
	Nanaimo	<a href="mailto:cvi.design@bchydro.com">cvi.design@bchydro.com</a>
	Duncan and Gulf Islands	<a href="mailto:design.dcn@bchydro.com">design.dcn@bchydro.com</a>
	Courtenay, Campbell River, Port Alberni and Qualicum	<a href="mailto:Design.nvi@bchydro.com">Design.nvi@bchydro.com</a>
<b>South Interior</b>	Thompson/Shuswap – 100 Mile House, Cache Creek, Merritt, Salmon Arm, Valemount, Kamloops	<a href="mailto:design.ts@bchydro.com">design.ts@bchydro.com</a>
	Vernon, Westbank Cranbrook, Fernie, Invermere, Nakusp	<a href="mailto:design.ok@bchydro.com">design.ok@bchydro.com</a>
<b>North Interior</b>	Prince Rupert, Terrace, Smithers, Vanderhoof, Prince George, Quesnel, William Lake, Fort St John, Dawson Creek	<a href="mailto:design.nr@bchydro.com">design.nr@bchydro.com</a>

**Please note:** incomplete information can lead to both project delays and added costs.