

## Volunteer Energy Cooperative Electric Load Form

### NOTICE TO ALL ELECTRICAL CONTRACTORS AND BUILDERS

Before electrical service is provided to any commercial building (including schools, churches, etc.), an electrical load report must be submitted to the District Office of Volunteer Energy Cooperative. This report must be signed by either the electrical contractor or builder. This will help us insure 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



Rody Blevins  
President/CEO

(Use space provided and attachments, 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 \_\_\_\_\_