

**PPL Electric Utilities**

Business Accounts

827 Hausman Road, Allentown, PA 18104

Tel: 888-220-9991

Fax: 484-634-3260

businessaccounts@pplweb.com

[www.pplelectric.com/business](http://www.pplelectric.com/business)

August 9, 2018

Thank you for downloading PPL Electric Utilities’ (PPL EU) application for electric service. To provide timely electric service to your facility, **an accurate and complete application is essential. NOTE: INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED AND WILL BE RETURNED.**

Please complete the entire application and return it as soon as possible. Your application will be processed within two working days after we receive a satisfactorily completed application. We will then send you a confirmation letter informing you of your work order number. The work order number is unique to your job, will be used to track its status, and will remain active for one (1) year from date of issue.

PPL EU’s service wires, transformers, meters and other equipment will be installed to meet the load requirements as provided to us on the submitted application and will have a limited excess capacity. For a typical secondary service it takes approximately 6 months to provide service and approximately 8 months for 12 kV Primary services.

If you have any questions concerning this application, please contact Business Accounts at

1-888-220-9991 option 4, or refer to PPL EU’s Rules for Electric Meter & Service Installations (REMSI) at: <https://www.pplelectric.com/at-your-service/electric-rates-and-rules/remsi.aspx>

Return only the completed application at this time. Our confirmation letter will instruct you where to send drawings and other supporting information.

Thank you. We look forward to serving you.

PPL Electric Utilities

Enclosures

|  |
| --- |
| **APPLICATION FOR NEW AND CHANGE OF THREE-PHASE SECONDARY/PRIMARY ELECTRIC SERVICE AND RELOCATION OF PPL FACILITIES** |
| Your electric service request will be processed after this form is completed in its entirety and returned to PPL Electric Utilities. Timely completion of this form will avoid delay in providing service. PPL EU’s Rules for Electric Meter & Service Installation (REMSI) is available on the PPL EU Website: <https://www.pplelectric.com/at-your-service/electric-rates-and-rules/remsi.aspx>. |
| **TYPE OF REQUEST:** **[ ]  NEW** (will establish a new bill account & meter) **[ ]  CHANGE** (to an existing service & meter)**[ ]  RELOCATION OF PPL FACILITES** (Complete Pages 2 & 3 – top section)In Service Date that the Permanent Service or Relocation is Requested for:      /     /      |

|  |
| --- |
| **SUBMITTER INFORMATION**PPL Contractor ID#:       |
| Submitted By: |       |   | Date Submitted:      /    /     |
| Title: |       |  | Phone: (     )     -      | Ext.      |
| Company: |       |  | Cell Phone: (     )     -      |
| Address: |       |  | Fax: (     )     -      |
| City/State/Zip: |       |  | E-mail:       |

|  |
| --- |
| CUSTOMER INFORMATION |
| CUSTOMER NAME: |       | PHONE: (     )     -      | Ext.       |
| E-MAIL: |       |
| SERVICE ADDRESS: |       | COUNTY: |       |
| CITY / STATE / ZIP: |       | TWP: |       |
| MAILING/BILLING ADDRESS: |       |
|  |       |
| **This form can be signed by the customer in order to complete the ratepayer confirmation that is required for NEW service.****By signing below, the customer is accepting responsibility for monthly electric service billing.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Signature of Ratepayer:** |  |  | **Title:** |       |
| **Print Name:** |       |  | **Date:** |       |

**EXISTING SERVICE** (If Applicable. Required if Changing/Upgrading Service)**:** |
| **PPL Account #** |       -       | **Or Meter #** |       |
|  |  |  |  |
| **CONSTRUCTION STATUS**[ ]  IN PROGRESS [ ]  COMPLETED [ ]  NOT STARTED YET – WORK IS EXPECTED TO START      /     /      |
| Party responsible for any PPL charges associated with providing electric service**[ ]** CUSTOMER [ ]  GENERAL CONTRACTOR [ ]  ELECTRICAL CONTRACTOR |
| PROJECT CONTACT INFORMATION[ ]  Same as submitter [ ]  See below |
| Name & Title: |       |  | Phone: (     )     -      | Ext.       |
| Company: |       |  | Fax: (     )     -      |
| Address: |       |  | Cell Phone: (     )     -      |
| City/State/Zip: |       |  | E-mail:       |
| **RELOCATION OF PPL FACILITES INFORMATION** |
| **Facilities to be relocated:** |       |
| **Are these Transmission facilities (steel poles or their wires)? :** | **[ ]  YES** **[ ]  NO** |
| **Relocation Address:** |       |
| **Reason for Relocation:** |       |
| **Relocation being done at property owner’s request? :** | **[ ]  YES** **[ ]  NO** |
| **Date cost estimate is needed by:** |       |
| **Comments:** |       |
| \*\*REQUIRED\*\* SERVICE INFORMATION \*\*REQUIRED\*\***NEAREST PPL ELECTRIC UTILITIES POLE NUMBER**:       N[ ]  / S[ ]         ––––––––––––––––––––––––––––**NEW SERVICE SIZE ­– AMPS:       AIC REQUIRED** (Fault Current):  **[ ]  YES [ ]  NO** **––––––––––––––––––––––––****[ ]**  3-PHASE, 120/240 VOLT, 4-WIRE **(N/A for new services)** [ ]  3-PHASE, 7,200/12,470 VOLT, 4-WIRE [ ]  3-PHASE, 120/208 VOLT, 4-WIRE [ ]  3-PHASE, 69,000 VOLT or HIGHER[ ]  3-PHASE, 277/480 VOLT, 4-WIRE **(CT Metering Required)** [ ]  1-PHASE, 7,200 VOLT [ ]  3-PHASE, 480 VOLT, 3-WIRE **(N/A for new services)** [ ]  1-PHASE, > 600 AMP [ ] 120/208 V [ ] 120/240 V **[ ] Alternate Supply Is Required (Charges will apply)** |
| \*\*REQUIRED\*\* TYPE OF SERVICE LATERAL \*\*REQUIRED\*\* (Charges may apply)[ ]  OVERHEAD [ ]  UNDERGROUND FROM OVERHEAD (when diversified loads are <500 kVa)**[ ]** PPLSUPPLIES PAD-MOUNTED TRANSFORMER (when diversified loads are >500 kVa) **Secondary Voltage Only** Pad-Mounted Transformer may be requested when diversified loads are <500 kVa; however, charges will apply. |
| **\*\*REQUIRED\*\* METERING \*\*REQUIRED\*\***[ ]  SELF CONTAINED (CL 480, Bolt-in Metering no longer offered)[ ]  CT CABINET [ ]  SWITCHGEAR (Approval of termination and metering compartments required. Do NOT order switchgear until approval received. Drawing showing dimensions for termination and metering compartment required.)[ ]  POLE MOUNTED (12 kV only) / H FRAME (69 kV) |
| **PRIMARY VOLTAGE ONLY (12 kV)****PROPOSED CUSTOMER PROTECTION:** [ ]  Fuse [ ]  BreakerRefer to the [Point of Contact Requirements](https://www.pplelectric.com/utility/about-us/electric-rates-and-rules/point-of-contact-requirements-for-high-voltage-facilities.aspx) for High Voltage Facilities. |
| **PRIMARY VOLTAGE ONLY (12 kV)****CUSTOMER TRANSFORMER INFORMATION****[ ]** This information is not currently available, but will be submitted by   /  /     |
| **Transformer Number** | **Transformer Size (kVA)** | **%R** | **%X** | **VoltagesPrimary Secondary** |
| **1** |       |       |       |       |       |
| **2** |       |       |       |       |       |
| **3** |       |       |       |       |       |
| **4** |       |       |       |       |       |
| **5** |       |       |       |       |       |

|  |
| --- |
| **BUSINESS/BUILDING INFORMATION** |
| **TYPE OF BUSINESS** (Description): |       | **# OF SHIFTS:** |       |
| **BUILDING SQ. FT.**: |       | **# OF STORIES IN BUILDING**: |       |
| **Will there be an addition to the building?** [ ]  Yes [ ]  NO |
| **Will the existing point of delivery (meter location) remain the same?** [ ]  Yes [ ]  NO |
| **Existing Building Sq. Ft:** |       | **Sq. Ft. being added:** |       | **Total Sq. Ft.:** |       |
| **\*\*REQUIRED\*\* CONNECTED ELECTRICAL LOAD \*\*REQUIRED\*\*** |
| Our facilities will be designed and installed to provide for the customer’s requirements based on the load information provided; therefore, accuracy is essential. Costs will be incurred from PPL EU for equipment requested that is not required to meet the customer’s immediate load. **Please indicate connected loads in terms of kW, HP and Tons. If this information is missing or incomplete, your application will not be processed and could cause delays in providing service to your facility.** |
|   | **Added** | **Removed** (Upgrade Only) | **Equipment Description** |
| **Lighting** Indoor |       **kW** |       **kW** |       |
|  Outdoor |       **kW** |       **kW** |       |
| **1-Phase Miscellaneous** |       **kW** |       **kW** |       |
| **1-Phase Motors (excludes HVAC)** |       **HP** |       **HP** |       |
| **3-Phase Motors (excludes HVAC)** |       **HP** |       **HP** |       |
| **3-Phase Miscellaneous** (\*Specify Equipment) |       **kW** |       **kW** |       |
| **Cooking** |       **kW** |       **kW** |       |
| **Water Heating/ Tankless Water Heater** |       **kW** |       **kW** |       |
| **Process Heating** |       **kW** |       **kW** |       |
| **Refrigeration** |       **kW** |       **kW** |       |
| **Space Heating \***Required Info Below**\*** |       **kW** |       **kW** |       |
| **Air Conditioning** \*Required Info Below\* |        **TONS** |        **TONS** |       |
| **Welders** \*Supply Spec Sheets\* |       **kW** |       **kW** |       |
| **Other (**\*Specify Equipment) |       **kW** |       **kW** |       |
| **EV Charging, Battery Charging i.e. Fork Lifts** |       **kW** |       **kW** |       |
| LARGEST MOTOR INFORMATION *\*Required* |
| **Note: All HP motor loads must be included in the *Connected Electrical Load* section above.** Do not include redundant motors such as back up motors for sewage plants.**Secondary Voltage (120/208v, 120/240v, 277/480v):** # OF MOTORS 50 HP OR HIGHER (A/C included):       **12.47 kV Primary Voltage :** # OF MOTORS 100 HP OR HIGHER (A/C included):      **69 kV Transmission Voltage :** # OF MOTORS 750 HP OR HIGHER (A/C included):      **\*\*\*Completion of the table below is required for all motors listed above\*\*\***

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Description of Equipment that the Motor Drives | HP | Quantity # | Motor Starter(VFD/RVS/ NONE) | Estimated Starting Frequency | NEMA Code orNameplate | Power Factor at Starting |
|  |  |  |  | Starts/hr. | Starts/day |  |  |
|       |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |
|       |       |       |       |       |       |       |       |
| **Are any of these motors started simultaneously?** **[ ]  No [ ]  Yes** | **If yes, which ones?** |       |
| **If known, project any electric loads that will be added to this service in the next three years:** |
| **Equipment Type:** |       |  |
| **Horsepower or kW of proposed equipment to be added:** |       |  |
| **When will equipment be added? (month/year):**        |

 |
| **\*\*REQUIRED\*\* HEATING & AIR CONDITIONING INFORMATION \*\*REQUIRED\*\*****PRIMARY SPACE HEATING SYSTEM: [ ]  None [ ] Electric Resistance [ ] Heat Pump [ ] Other:**       TYPE OF AIR COND: [ ] None [ ] Chiller [ ] Split System/Rooftop |
| **PRIMARY PROCESS HEATING: [ ]  None [ ]  Induction heat melting [ ]  Arc Furnace [ ]  Resistance Furnace** |
| **EMERGENCY (STAND-BY) GENERATOR INFORMATION**Is there any type of standby generation equipment to be installed? (Check all that apply)[ ]  No[ ]  Yes, emergency standby**If “Yes”, provide the following:**  |
| * **Copy of the One Line Diagram showing generator connection to PPL electrical system.**
 |
| * **Transfer switch information** (Manufacturer & Model #)\*:
 |       |
| *\* Refer to REMSI for preapproved equipment listing.* [Automatic Transfer Switch - Open Transition](https://www.pplelectric.com/utility/about-us/electric-rates-and-rules/remsi/approved-metering-and-equipment-tables-index/automatic-transfer-switches-open-transition.aspx), [Automatic Transfer Switches - Closed Transition](https://www.pplelectric.com/utility/about-us/electric-rates-and-rules/remsi/approved-metering-and-equipment-tables-index/automatic-transfer-switches-closed-transition.aspx) |
| * **Size of generator:**
 |       | **kW** |
| * **Type of transfer switch:**
 | **[ ]** Break before make | **[ ]** Other: |       |
| [ ]  This information is not currently available, but will be submitted by: | **/** **/**  | *\*Date Required* |
| **\**Refer to REMSI Sketch #41 Series Organization Map for additional information:*** [Emergency (Stand-by) Generation Organization Map](https://www.pplelectric.com/utility/about-us/electric-rates-and-rules/remsi/master-sketch-table/emergency-stand-by-generation-organization-map.aspx)  |

|  |
| --- |
| **ADDITIONAL CONTACT INFORMATION (**if not previously provided**)** |
| **PRIMARY CONTRACTOR:** |       |
| **ADDRESS:** |       | **PHONE:** (     )     -      | Ext.       |
|  |       | **FAX:** (     )     -      |
| **E-MAIL:** |  | **CELL:** (     )     -      |
| **PROJECT ENGINEER**: |       |
| **ADDRESS:** |       | **PHONE:** (     )     -       | Ext.       |
|  |       | **FAX:** (     )     -      |
| **E-MAIL:** |       | **CELL:** (     )     -      |
| **ELECTRICAL CONTRACTOR**: |       |
| **ADDRESS:** |       | **PHONE:** (     )     -      | Ext.       |
|  |       | **FAX:** (     )     -      |
| **E-MAIL:** |       | **CELL:** (     )     -      |
|  |  |
| **SEND COMPLETED FORMS TO:** |
| **PPL Electric Utilities, Business Accounts** **Attn:**  |
| **MAILING ADDRESS:** |  **FAX NUMBER:** | **E-MAIL ADDRESS:** |
| **827 Hausman Rd****Allentown, PA 18104-9392** | **(484) 634-3260** | businessaccounts@pplweb.com |
| **PHONE NUMBER: (888) 220-9991, Option 4**[www.pplelectric.com/business](http://www.pplelectric.com/business) |

**THREE-PHASE ELECTRIC SERVICE INSTALLATION**

##### AREAS OF RESPONSIBILITY

Refer to PPL’s Rules for Electric Meter & Service Installation (REMSI) for detailed information (<https://www.pplelectric.com/at-your-service/electric-rates-and-rules/remsi.aspx>). Specific guidelines for electrical equipment installation and trenching specifications are in the Customer Reference Specifications (<https://www.pplelectric.com/at-your-service/electric-rates-and-rules/remsi/customer-reference-specifications.aspx>).

**General Customer Responsibilities:** (must be provided to PPL Electric Utilities before construction)

* Completed application for electric service
* Two copies of site plans showing preferred service location
* Two copies of detailed drawings for the switchgear showing dimensions for the termination and metering compartment, if applicable
* A plan of the electric equipment room indicating clearances, if applicable
* In Service Date requested
* Right of way - Easements
* Underwriter’s inspection certificate (Electrical inspection cut-in card)
* Payment of applicable charges such as underground service, relocation of PPL Electric Utilities facilities, inadequate load for voltage requested, reengineering, line extensions, service extensions, and temporary service

**All Underground Services**: (customer responsibilities per PPL Electric Utilities Specs)

* Dig and prepare the trench (before digging call PA One Call-811 or 1-800-242-1776)
* Encase underground PVC in concrete or steel conduit
* Notify PPL Electric Utilities when trenching requirements have been completed
* Backfill the trench
* Provide and install meter base for self-contained metering
* Provide and install instrument transformer cabinet for secondary metering
* Install CTs, VTs, meter base, and benelex mounting for secondary metering
* Pay applicable charges

**Underground Service with Pad-mounted Transformers:** (customer responsibilities)

* Provide and install transformer precast concrete base for pad-mounted transformers per PPL Electric Utilities specs
* Maintain required distances to the building
* Dig Trench for PPL installed ground ring for pad-mounted transformer. To be inspected by PPL EU
* Install protective barriers for transformer when specified per PPL Electric Utilities Specs
* Notify PPL Electric Utilities before setting transformer foundation

**Underground Service:** (PPL Electric Utilities responsibilities)

* Provide applicable charges
* Install ground ring for pad-mounted transformer
* Provide CTs, VTs, meter base, and benelex mounting for secondary metering
* Provide and install transformers (secondary voltages only)
* Provide, install, and terminate the primary service conductors
* Provide, install, and terminate the secondary service conductors
* Provide wiring of CTs, VTs, and meter base for secondary metering

**Overhead Service:** (customer responsibilities)

* Provide and install self-contained meter base
* Provide and install service entrance wire
* Provide and install service wire conduits and clamps
* Provide and install ground rods and wire
* Install CTs, VTs, CT cabinet and benelex mounting, and meter base for secondary metering

#### Overhead Service: (PPL Electric Utilities responsibilities)

* Provide CTs, VTs, benelex, and meter base for secondary metering
* Provide wiring of CTs, VTs, and meter base for secondary metering
* Provide and install overhead service conductors