



Please fill out this application (6 pages) and submit the completed form to your local PG&E office.  
This application can be filled out and submitted online at PGE.com  
\*Represents optional fields

## Project Type

Commercial Service (new)   
  Commercial Subdivision / Development   
  Commercial / Industrial Service Upgrade (additional load or equipment)

Industrial Service (new)   
  Mixed Use Commercial/Residential

Number of buildings \_\_\_\_\_ Number of Services \_\_\_\_\_

## Project Information

Commodity for which PG&E service is requested   
 Gas Service   
 Electric Service ( Overhead or  Underground)

Project Name \_\_\_\_\_

Project Address/Location \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Nearest Cross Street \_\_\_\_\_ \*APN (Assessor's Parcel Number) \_\_\_\_\_

Applicant / Company Name \_\_\_\_\_ \*Building Permit Number \_\_\_\_\_

Legal name to appear on contract \_\_\_\_\_

Name of person authorized to sign contracts \_\_\_\_\_ Title \_\_\_\_\_

\*Who will be responsible for the PG&E bill after the meter is set? \_\_\_\_\_

\* Date construction bid needed \_\_\_\_\_ Date you will begin construction (grading) \_\_\_\_\_

Trench start date \_\_\_\_\_ Trench Completion Date \_\_\_\_\_

Date PG&E facilities needed on site \_\_\_\_\_ Date Gas and/or Electric meter needed \_\_\_\_\_

*PG&E may supply service in accordance with Gas and/or Electric Rules 2, 13, 15 16 20, 21 and LS schedules as applicable. There may be circumstances where application of PG&E's Rules 15 and 16 would place an undue financial burden on PG&E. In these cases, PG&E may apply the exceptional case provisions of its Rules 15 and 16.*

## Contact Information

Name of Contact \_\_\_\_\_

Day Phone ( \_\_\_\_\_ ) \_\_\_\_\_ Fax ( \_\_\_\_\_ ) \_\_\_\_\_ \*Email address \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Contractor's name \_\_\_\_\_ Contractor's phone ( \_\_\_\_\_ ) \_\_\_\_\_

## Design Information

*As a new applicant for gas or electric service, you are permitted to select either PG&E or your own contractor to design any new gas/electric distribution and / or service facilities. More details regarding the applicant design requirements can be found in the Applicant Design Manual available through your local PG&E office. You should become familiar with these requirements before you make your decision. (Please also see the following pages for specific information regarding facilities design).*

### Gas Extension

Choose  Design by Applicant.

One  Design by PG&E.

### Electric Extension

Choose  Design by Applicant.

One  Design by PG&E.

\* I request PG&E to provide a design bid for:  Gas and / or  Electric

Joint trench drawing to be prepared by  Applicant  PG&E  Not Required

## Construction Information

### Distribution Construction Options

*As a new applicant for gas or electric service, you are permitted to select either PG&E or your own contractor to construct all or a portion of any new gas/electric distribution and / or service facilities. (Please see the following pages under installation options for specific information).*

Who will trench, backfill, and provide and install distribution conduit and substructures?  Applicant  PG&E

Proposed distribution trench occupants: (please check all that apply)

Electric  Gas  Phone  CATV  Other \_\_\_\_\_

Water, sanitary sewer, storm drain, LPG, oil or other fluid carrying piping or facilities are not permitted in a joint trench.

Who will install the distribution conductor, transformers and switches?  Applicant  PG&E

Transformers  Pad mount (PG&E Standard)  Subsurface (Special Facilities – may be additional cost)

Who will install the gas main?  Applicant  PG&E

### Service Construction Options

Who will trench, backfill, and provide and install service conduit and substructures?  Applicant  PG&E

Proposed service trench occupants: (please check all that apply)

Electric  Gas  Phone  CATV  Other \_\_\_\_\_

Water, sanitary sewer, storm drain, LPG, oil or other fluid carrying piping or facilities are not permitted in a joint trench.

Who will install the electric service conductor?  Applicant  PG&E

Who will install the gas service?  Applicant  PG&E

\* I request PG&E to provide a construction bid for:  Gas Distribution and / or  Electric Distribution  
 Gas Service  Electric Service

### General Construction Information

Will temporary electric service be required?

No       Yes      Date needed \_\_\_\_\_

Will existing PG&E electric overhead facilities require undergrounding?

No       Yes       Not sure      Date needed \_\_\_\_\_

Will any existing PG&E gas or electric facilities require relocation or removal?

No       Yes       Not sure      Date needed \_\_\_\_\_

### Load Information

Square footage of building (including all floors) \_\_\_\_\_ Number of stories \_\_\_\_\_

#### Operating Hours

Hours per day \_\_\_\_\_ Days per week \_\_\_\_\_ Months per year \_\_\_\_\_

Typical daily operating hours  
 From \_\_\_\_\_  AM  PM To \_\_\_\_\_  AM  PM

Please describe other operating characteristics \_\_\_\_\_

### Electric Load Information

Main Switch Size (Service Termination Can) \_\_\_\_\_ amps      Number of Meters at each Service Location \_\_\_\_\_

Voltage: (select one)

- 120/240, 3 wire, 1Ø       120/208, 3 wire, 1Ø       240/120, 4 wire, 3Ø       208/120, 4 wire, 3Ø  
 480/277, 4-wire, 3Ø       Primary voltage (> 2,400 volts)       Other (specify) \_\_\_\_\_

Single Largest 1Ø Motor \_\_\_\_\_ hp      Single Largest 3Ø Motor \_\_\_\_\_ hp

Single Largest 1Ø Air Conditioning \_\_\_\_\_ tons      Single Largest 3Ø Air Conditioning \_\_\_\_\_ tons

Total Lighting \_\_\_\_\_ kW      Parking Lot Lighting \_\_\_\_\_ kW      Streetlights \_\_\_\_\_ kW

Receptacles \_\_\_\_\_ kW      Water Heating \_\_\_\_\_ kW      Cooking \_\_\_\_\_ kW

Additional Electric load (if additional space is needed please attach a spread sheet using same format as below)

Number of Appliances	Phase		Description of Appliance	Connected Load	Units		
	<input type="checkbox"/> 1Ø	<input type="checkbox"/> 3Ø			<input type="checkbox"/> kW	<input type="checkbox"/> hp	<input type="checkbox"/> tons
_____	<input type="checkbox"/> 1Ø	<input type="checkbox"/> 3Ø	_____	at _____	<input type="checkbox"/> kW	<input type="checkbox"/> hp	<input type="checkbox"/> tons
_____	<input type="checkbox"/> 1Ø	<input type="checkbox"/> 3Ø	_____	at _____	<input type="checkbox"/> kW	<input type="checkbox"/> hp	<input type="checkbox"/> tons
_____	<input type="checkbox"/> 1Ø	<input type="checkbox"/> 3Ø	_____	at _____	<input type="checkbox"/> kW	<input type="checkbox"/> hp	<input type="checkbox"/> tons
_____	<input type="checkbox"/> 1Ø	<input type="checkbox"/> 3Ø	_____	at _____	<input type="checkbox"/> kW	<input type="checkbox"/> hp	<input type="checkbox"/> tons
_____	<input type="checkbox"/> 1Ø	<input type="checkbox"/> 3Ø	_____	at _____	<input type="checkbox"/> kW	<input type="checkbox"/> hp	<input type="checkbox"/> tons

Please provide motor codes for motors that have reduced voltage starting or are 25 hp and greater. \_\_\_\_\_

## Natural Gas Load Information

Natural gas standard service delivery pressure is provided at 1/4 psig (7" water column). Requests for elevated service delivery pressure require PG&E's review and approval. If granted, elevated service delivery pressure may be reduced at any time due to PG&E operational needs. Special facilities and cost-of-ownership charges may apply for elevated service delivery pressure. For further information, contact your local PG&E office and refer to Gas Rule 2.

Gas Pressure Requested     1/4 psig     Other ( \_\_\_\_\_ psig)    Number of Meters at each Service Location \_\_\_\_\_

Check all that apply: (If additional space is required please attach a spreadsheet using same format as below)

- Space Heating Equipment ( \_\_\_\_\_ Btu/h)     Boilers ( \_\_\_\_\_ Btu/h)     Water Heating ( \_\_\_\_\_ Btu/h)
- Air Conditioning ( \_\_\_\_\_ Btu/h)     Cooking ( \_\_\_\_\_ Btu/h)     Dryers ( \_\_\_\_\_ Btu/h)
- Other gas load (specify) \_\_\_\_\_

## Energy Supply Option

Are you planning to install any self-generation equipment, photovoltaic, or wind generation?     Yes     No

## Attachments

Please provide two (2) copies of the following:

- A. Complete set of site improvement plans, including grading plans. (Include 3 1/2" high-density disk with autocadd14.dwg file of the site plan.)
- B. Building floor plan and exterior elevations
- C. Electric drawings and schedules with complete breakdown of equipment; include single line drawing if available
- D. Electric Switchboard drawings. (Must be approved by PG&E prior to manufacturing the main panel)
- E. Plumbing plans
- F. Assessors parcel map showing all easements and rights of way
- G. Detailed site plan showing roads, sidewalk, driveways, location of fire hydrants and other structures, proposed location of gas and electric meters, building elevations, and proposed future improvements. (Meter locations are subject to PG&E approval.)
- H. Landscaping plans including sprinkler controller meter location
- I. Streetlight and traffic signal plans
- J. Title 24 Utility Report

## General Information and Signature

### Applicant Design Information

#### Design by PG&E:

Under this selection, PG&E will provide gas and / or electric design for the extension in accordance with PG&E's design standards and specifications.

#### Design by Applicant:

Under this selection, you or your contractor must design the installation of the gas and / or electric facilities, including trenching, within the PG&E specified project boundaries in accordance with PG&E's design standards and specifications. This selection also requires the design(s) to be stamped and signed by a Registered Professional Engineer (PE). Responsibilities of applicants and PG&E within this selection include:

## Applicant's Design Responsibilities

- \* Design drawings and provide support documentation
- \* Joint trench/pole intent drawings
- \* Gas layout drawings
- \* Single line drawings, key sketch
- \* Base maps
- \* Construction detail drawings
- \* Street light design - coordinate with applicable governmental agency
- \* Engineering calculations (e.g., voltage drop, flicker, pulling tension, pole sizing, guying, etc.)
- \* Substructure information
- \* Stub/full/branch service locations (pre-approved by utility)
- \* Main locations
- \* Meter locations (pre-approved by utility)
- \* Identify permits
- \* Identify rights-of-way as required by utility
- \* Trench cost allocation estimate
- \* Coordination with other utilities if joint trench or joint pole
- \* Tentative design and construction scheduling
- \* Gas handling procedures
- \* Leak test requirements
- \* Conflict checks
- \* Material list
- \* Stamped by a Registered Professional Engineer (PE)

**Note: THE APPLICANT IS RESPONSIBLE FOR ENSURING THE DESIGNER USES THE MOST CURRENT DESIGN STANDARDS.**

## PG&E's Design Responsibilities

- \* Design format standards
- \* Global facilities planning (e.g. size, kind of pipe/conductor, carriers, conduits, ties, pressure/voltage/phase, system isolation requirements and special material specifications)
- \* Job accounting and cost estimating
- \* Contracts/Agreements.
- \* Utility plan check at completion of applicant design
- \* Post-design changes by utility at applicant's expense
- \* Value analysis

### **Installation Option Information**

#### Installed by PG&E as a competitive bid:

Under this option, PG&E will provide and install gas and / or electric facilities for the project in accordance with the provisions of the tariffs. Prior to starting construction, you must pay to PG&E any applicable advances. You are responsible for route clearing, land rights acquisition, trenching, conduit, substructures, and inspections.

#### Construction by applicant's qualified contractor:

Under this option, your qualified contractor must provide all necessary material and installation of the gas and / or electric facilities for the project. You must select a qualified contractor to perform the work to PG&E's design and construction specifications. Prior to starting construction, you must pay to PG&E any applicable advances including its estimated costs of engineering, administration, tie-ins, and any additional facilities and labor necessary to complete the extension. More details regarding the installation options requirements are available through your local PG&E office.

**Self Generation**

The E-NET program allows customers to install their own PV solar, wind or hybrid solar/wind generation that is interconnected to and operates in parallel with PG&E’s electric grid. The purpose of this generation is primarily for a customer to offset part or all of his or her own electric needs. These customers can both continue to purchase power from PG&E’s electric grid as well as deliver power to the grid. An E-NET customer’s meter may run forward (to account for purchases from the grid) and backward (to account for deliveries to the grid).

For additional information on the E-NET program, including eligibility guidelines, program application form, links to the California Public Utilities Commission, Energy Commission and the US Department of Energy, visit <http://www.pge.com/selfgen> or contact PG&E’s Interconnection Services at (415) 972-5676.

**Rate Information**

By signing this application, the applicant understands that PG&E is choosing an applicable rate schedule based on the fact that no gas and/or electric usage patterns have been established for this new account. The applicant understands that after approximately nine months of usage, a rate analysis may be requested from PG&E based on actual usage to see if any other rate options may be more beneficial.

**Tariff Information**

Service shall be subject to all of PG&E's applicable tariff schedules on file with and authorized by the California Public Utilities Commission and shall at all times be subject to such changes or modifications as the Commission may direct from time to time in the exercise of its jurisdiction. These may include, but are not limited to changes or modifications to Monthly Cost-of-Ownership Charges (higher or lower percentage rates), extension rules, rate schedules, allowances and refund amounts.

Service will be designed and installed based upon the information provided on this application. Required information not supplied shall not constitute a waiver by PG&E of that information. NOTE: Installation of these facilities may require work by applicant on private property. Local authorities need to be contacted for any necessary permits and inspections.

**Payment Information**

In conjunction with submitting your application for new gas, and or electric service, PG&E may require an engineering advance to cover some of its costs for project review, design work and cost development. This advance is based upon current costs and the amount of work anticipated based upon the information submitted in this application for service. This advance may be credited to the amount you owe or refunded to you without interest when PG&E has completed its engineering work. Before PG&E completes the engineering work, you may request PG&E to stop that work, and PG&E will deduct from the advance the costs which it has incurred, or refund the balance to you without interest.

I understand that service will be designed and installed based upon the information provided here. I agree to pay PG&E, on demand, for all work PG&E performs and all costs PG&E incurs for this application for service. If I postpone or cancel this application, I will pay PG&E for all such work and costs incurred until I notify it of the postponement or cancellation. PG&E’s costs may include, for example, labor, material and supplies, (including long lead time materials), transportation, and other direct costs which PG&E allocates to such work. Incomplete information or any changes made at my request during the engineering, or after it is completed, will subject me to additional charges and may delay the establishment of service. I further agree to pay for any damage to new or existing PG&E facilities caused by my contractors or me.

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**IMPORTANT NOTE: Do NOT install your electric main switch or gas house line until the location is approved by PG&E.**

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As the applicant, I have read the above information and understand the provisions and my responsibilities.

Applicant’s Signature \_\_\_\_\_

Date \_\_\_\_\_