

Wholesale Distribution Tariff  
Application Review and Checklist  
[Certain requirements may not apply to all Applications]

	Application Required Information	Initial Application	Design and Engineering Process	Description
BASIC INFO	General Customer Information	X		Identity, address, telephone number, email address and facsimile number of the entity requesting service
	Interconnection Request Fee	X		Paid through the Portal or an actual check should be sent to PG&E's Customer Fund Management Department (address is separately provided)
	Proof of Eligibility	X		A statement demonstrating that the entity requesting service is, or will be upon commencement of service, an Eligible Customer under the Tariff
	Documentation of Intervening Facilities	X		A detailed description of the Intervening Facilities and a single-line diagram highlighting the Intervening Facilities
	Commencement Date and term of the requested Distribution Service	X		Describe term of service including the start date.
	Retail to WDT Service Conversion Request	X		Existing retail customer information such as meter number and SPIDs should be included in Application
	Federally Funded - Buy American Requirements	X		Please indicate whether the project is federally funded to ensure domestic American made materials are used. This only applies to PG&E installed and owned equipment.
SCOPE	Overhead or Underground	X		Distribution Customer may express a preference.
	Scope (Project Story)	X		Describe if this is a new interconnection or adding to an existing interconnection, shutdown, etc. Indicate whether this is a Service Request or Work Performance Agreement pursuant to Distribution IA.
	Main Switch Breaker and/or Switch size (amps)	X		
	Metering Voltage	X		
LOAD INFORMATION	Load profile (Res, Mix use, construction)	X		A description of the supply characteristics of the capacity and energy to be delivered.
	Load Breakdown: Load quantity kVA/kW, include detail information for motor larger than 50 HP	X		An estimate of the capacity and energy expected to be delivered to the Receiving Party, including all Distribution Customer load characteristic data.
	For retail to WDT service conversions, 5 years of monthly historical load data should accompany application	X		Historical data is considered when evaluating requested Contract Demand.
	5-Year Load Forecast (This applies to new service and Retail to WDT conversions)	X		Load forecast for at least 5 years. Forecast will be used when evaluating Contract Demand. The nature of the load growth should be explained.
Electrical, Civil, Arch. Drawings	The location of the Point(s) of Delivery	X		Scaled/detailed site plan depicting location and clearances from all utilities, trench route, length of trench, and distance from stub-out to side property line. Identify trench occupants and trenching agent inside/outside of property and who is composite drawings/ trench costs.
	Site Plan: should include all project details between Intervening Facilities and Meter(s)	X		
	Building Elevation Plans, Parcel Map, and Improvement, Grading, Landscaping Plans	X		
	Switchgear Elevation view	X		Scaled/detailed site plan depicting meter location and meter working clearances.
	Single Line Diagram	X		Should clearly show and label Intervening Facilities (Distribution Customer owned transformer size, disconnect switch, protection equipment, conductor). Should include ratings for all Intervening Facilities. Should also clearly show and label all Distribution Provider equipment at this point of connection.
EQUIPMENT	Meter and Relay Diagrams	X		
	Three-line diagrams of required protective device	X		
	Protection (relay or other) Specifications Sheet (Manufacturer, Size, Type)		X	
	Proposed relays (or other protection) settings.		X	Prerequisite: Ampere Interrupting Current (AIC) and settings from PG&E's Distribution Planning Department
	Fault-study results stamped and prepared by registered electrical engineer		X	Prerequisite: AIC and settings from PG&E's Distribution Planning Department
	Maintenance program documentation for PG&E-required switches, interrupting devices, and protective equipment		X	
	Switchgear & Meter Section Specs/Cut Sheets		X	
	Control diagrams including direct current tripping circuit.		X	
Full-size phase and ground coordination curves showing full coordination with PG&E's system		X	Prerequisite: AIC and settings from PG&E's Distribution Planning Department	
	Land Rights (and processing)		X	Land/Parcel Information
	Environmental Conditions		X	