



**Electric Sample Form No. 62-0687**  
Application for Service -- Existing Service Relocate/Change Service

Sheet 1

(T)

**Please Refer to Attached  
Sample Form**



# APPLICATION FOR SERVICE EXISTING SERVICE RELOCATE / CHANGE SERVICE

Please complete this application and submit the completed form and attachments to PG&E Application for Service at P.O. Box 24047 Fresno CA, 93706-2010. You may also submit applications at [www.pge.com/mybusiness/customerservice/otherrequests/newconstruction/](http://www.pge.com/mybusiness/customerservice/otherrequests/newconstruction/) or call 1-877-PGE-SRVC.

\*Indicates optional fields.

This application is intended for stand-alone relocation requests. If your project also requires new service, please complete a new service application in place of this one. New service applications can be found at <http://www.pge.com/mybusiness/customerservice/brochuresforms/>.

## Project Type

### Type of Work (please choose one)

- Residential Single Family     
  Residential Subdivision     
  Commercial/Industrial/Agricultural  
 Mixed Use (Commercial/Residential Combination)     
  Agency (City, County, CalTrans)

### Reason for Relocation / Rearrangement Request (please check all that apply) \*

- Panel/Meter Relocation (Gas & Electric)   
  Panel Upgrade (No Load Added)   
  Panel Upgrade (Added Load)  
 Temporarily De-energize Panel   
  Temporarily De-energize Service   
  Temporarily Disconnect Service  
 Cut off/Demolition   
  Meter or Meter Size Change   
  Service Relocation (Pipes & Electric Wires)  
 Relocate PG&E Facilities (Poles, Boxes, Wires, Pipes, Guys)   
  Overhead to Underground Conversion  
 Other \_\_\_\_\_

Description of Work Requested: \_\_\_\_\_

## Project Information

- Gas     
  Electric Overhead     
  Electric Underground     
  Date Relocation Needed

Project Address or Lot Number      City      County      Zip

Nearest Cross Street

Applicant / Company Name

- Individual   
  Partnership   
  Corporation   
  Limited Liability Corporation   
  Governmental Agency  
 Sole Proprietor   
  Other

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

(Correspondence will be sent via e-mail)

Applicant Address      City      State      Zip

\*Building Permit Number      \*PG&E Account Number      Date PG&E facility rearrangement / relocation needed

*PG&E may relocate or rearrange service in accordance with Gas and/or Electric Rules 2, 13, 15, 1, 20, 21 and LS schedules as applicable. There may be circumstances where application of PG&E's distribution/service extension rules 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.*



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## Contract Information

Legal name to appear on contract

- Individual     Partnership     Corporation     Limited Liability Corporation     Governmental Agency  
 Sole Proprietor     Other

\*State of incorporation or LLC

Name of person authorized to sign contracts

(First Name, Middle Initial, Last Name)

Mailing address for contract      City      State      Zip

\*Contractor's Name      \*Contractor's Phone (      )

## Representative Information (Party who will relay project information and updates to the PG&E representative)

Name of Representative

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

Mailing address      City      State      Zip

\*Contractor's Name      \*Contractor's Phone (      )

## Construction Information

*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. However, only PG&E may work on energized or pressurized facilities. More details regarding the installation option requirements are available through your local PG&E office. You should become familiar with the requirements before you make your selection (Please see the following pages under installation options for specific information. For projects that require both relocation work and new service, please complete the appropriate new service application. Those new service (and associated relocation work) applications can be found at <http://www.pge.com/mybusiness/customerservice/brochuresforms/>.*

\*If trenching is required, who will trench, backfill, and provide and install conduit?

- Applicant     PG&E

\*Proposed 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.*

**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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| <b>Load Information</b>   |   |
|---|---|
| <b><u>Electric Load Information</u></b>   |   |
| Main Switch Size (Service Termination Can) (  | amps) Number of meters at each service location   |
| Voltage: (select one)   |   |
| <input type="checkbox"/> 120/240 Volt, 3-wire, 1Ø   | <input type="checkbox"/> 120/208 Volt, 3-wire, 1Ø |
| <input type="checkbox"/> 480/277 Volt, 4-wire, 3Ø   | <input type="checkbox"/> 240/120 Volt, 4-wire, 3Ø |
| <input type="checkbox"/> Primary voltage (> 2,400 Volts)  | <input type="checkbox"/> 208/120 Volt, 4-wire, 3Ø |
| <input type="checkbox"/> Other (specify)  |   |
| *If required, who will install the electric service wire?   |   |
| <input type="checkbox"/> Applicant  | <input type="checkbox"/> PG&E                     |
| <b><u>Natural Gas Load Information</u></b>  |   |
| <i>Natural gas standard service delivery pressure is provided at ¼ psig (7" water column). Requests for elevated service delivery pressure require PG&amp;E review and approval. If granted, elevated service delivery pressure may be reduced at any time due to PG&amp;E operational needs. Special facilities &amp; cost-of-ownership charges may apply for elevated service delivery pressure. For further information, contact your local PG&amp;E office and refer to Gas Rule 2.</i> |   |
| Number of meters at each service location   |   |
| *If required, who will install the gas pipe? <input type="checkbox"/> Applicant <input type="checkbox"/> PG&E   |   |
| <b><u>General Construction</u></b>  |   |
| *Will temporary electric service be required? <input type="checkbox"/> No <input type="checkbox"/> Yes Date needed  |   |
| *Will temporary gas service be required? <input type="checkbox"/> No <input type="checkbox"/> Yes Date needed   |   |
| If, yes please complete the following:  |   |
| *Will Temporary Service power be operated for less than one year? <input type="checkbox"/> No <input type="checkbox"/> Yes  |   |
| Have you ever completed a temporary power project with us before? <input type="checkbox"/> No <input type="checkbox"/> Yes  |   |
| *Who will trench and backfill for Temporary Service?  |   |
| <input type="checkbox"/> Applicant/Gas  | <input type="checkbox"/> PG&E/Gas                 |
| <input type="checkbox"/> Applicant/Electric   | <input type="checkbox"/> PG&E/Electric            |
| <b><u>Electric Temporary Services</u></b>   |   |
| *Panel, Main Breaker Size _____ amps  |   |
| *Will Applicant or Contractor Install Pole? <input type="checkbox"/> No <input type="checkbox"/> Yes  |   |
| <b><u>Gas Temporary Services</u></b>  |   |
| *Gas Service Delivery Pressure Requested: _____ ¼ psig other  |   |
| *Number of Meters at each service location?   |   |
| *Total Gas Load   |   |
| *I request PG&E to provide a construction bid for:  |   |
| <input type="checkbox"/> Gas Facilities   | <input type="checkbox"/> Electric Facilities      |
| PG&E gas or electric facilities require removal? <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> Not sure Date Needed   |   |

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## Self-Generation and Net Metering Options

If you are planning to install any self generation equipment, photovoltaic, or wind generation, additional applications for interconnection to PG&E's electric system must be submitted and approved by PG&E prior to engineering for your new construction project. The information you provide on your generation interconnection application may affect the final PG&E design for your project.

For information on PG&E's net metering programs, including eligibility guidelines, generation interconnection program application forms, links to the California Public Utilities Commission, Energy Commission and the US Department of Energy, visit [www.pge.com/b2b/newgenerator](http://www.pge.com/b2b/newgenerator) or contact PG&E's Generation Interconnection Services at (415) 972-5676.

Are you planning on installing any self generation equipment? Yes No

If yes, please provide us with an estimate of the Generation proposed for this project.

\*Total # of generation units      \*Total output of all generation(      kW )      \*Generation Type

## Attachment – 2 copies required

- A. Complete set of site improvement plans, including grading plans. (Include 3 ½" high-density disk with AutoCAD 2000i.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, rights-of-way, property lines, etc.
- 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 or building permit.
- K. Copies of all environmental permits and/or conditions of approval.

Applicant is responsible to identify all environmental requirements within said permits, approvals and/or conditions. For additional information visit [www.pge.com/mybusiness/customerservice/otherrequests/newconstruction/](http://www.pge.com/mybusiness/customerservice/otherrequests/newconstruction/)

## APPLICATION FOR SERVICE EXISTING SERVICE RELOCATE / CHANGE SERVICE

### Agreement to Pay and Signature

I understand that service will be engineered 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. PG&E may cancel this Application for Service (a) if the application is incomplete and I do not provide all necessary supporting documents and project data after being notified by PG&E, (b) if I fail to provide an engineering advance within ninety days after one is requested by PG&E, or (c) if PG&E sends a proposed contract and I do not return the contract, with the required payment, within ninety days. If the project is postponed or cancelled, by either party, I will pay PG&E for all such work and costs incurred by PG&E prior to 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. Service shall be subject to all of PG&E's applicable tariff schedules on file with and authorized by the California Public Utilities Commission (CPUC) and shall at all times be subject to such changes or modifications as the CPUC may direct from time to time in the exercise of its jurisdiction.

I understand that PG&E may require an engineering advance to cover some or all of its costs for project review, design work and cost development in connection with this application for service. I understand that any advance will be based upon current costs and the amount of work anticipated by PG&E based upon the information submitted in this application. I understand that any advance will be credited against the amount I owe, applied to the amount I may owe on the resulting line extension agreement, or refunded to me without interest when PG&E has completed its engineering work or if the project has been cancelled or postponed.

**I have read the above information. I understand and agree with the provisions and my responsibilities.**

Applicant's Signature \_\_\_\_\_ Print Name \_\_\_\_\_ Date \_\_\_\_\_  
First Name, Middle Initial, Last Name