



Project Information Sheet

For Master Plan Umbrella or Addendum Feeder projects, use Master Plan & Addendum Information Sheet

Your completed submittal, including all exhibits, can be delivered to the NV Energy offices in **Reno** – 1 Ohm Place (775)834-7873, **Carson** – 875 E. Long Street (775)834-2930, **Fallon** – 346 N. Maine St (775)834-2418, **Winnemucca** – 500 West McArthur (775)623-3440, **Elko** – 542 Commercial St (775)753-1822. Incomplete applications will cause delays in processing your request. For questions or additional information, please contact the district office closest to your project location. **Please Type or Print Clearly**

Project Title _____ Date _____

Service address (If multiple-Attach list) _____

Service City, State, Zip _____ Cross Street _____

Assessor Parcel Number(s) _____ County _____

Local building department issuing your building permit _____

Is project within a Master Planned Community? Yes ☐ No ☐ MPC Name _____

Request Type (Check box(es) you are requesting):

(See box at right for explanation of terms)

- ☐ **Ballpark Estimate**
☐ **Binding Design / Formal Planning**
Would you like a Ballpark Cost Estimate? Yes ☐ No ☐
- ☐ **Preliminary Diagram / Power Availability**
Would you like a Ballpark cost estimate? Yes ☐ No ☐
- ☐ **NVE Existing Facility Sketch / Red Line**

Ballpark Estimate: Request for the Utility's non-binding, **approximate** cost estimate to build the facilities for the project, including a sketch. **This is free of charge. Not provided: A binding design, contract, or capacity reservation.**

Binding Design / Formal Planning: Request for a binding design, contract, and capacity reservation for new electric service. Project types include upgrade to existing service, conduit-only and relocation projects. **Charges will apply.**

Preliminary Diagram / Power Availability: Request for a preliminary diagram (sketch) of the nearest source of electric capacity to serve a potential project. **This is free of charge. Not provided: A binding design, contract, or capacity reservation.**

NVE Existing Facility Sketch / Red Line: Request for a sketch of existing NVE electric facilities on or adjacent to your project site. **This is free of charge. Not provided: A binding design, contract, or capacity reservation.**

Applicant / Legal Owner (Party responsible for any required contracts and costs)

(If Applicant is a business entity, it must be registered to do business in the State of Nevada and provide the Utility documentation that it is currently registered with the Nevada Secretary of State)

Legal Name _____

Entity Type (Corporation, LLC, LLP, etc.) _____

Address _____ City _____ State _____ Zip Code _____

Attention _____ Preferred method of Communication _____

Contact Person _____ Email _____

Phone _____ Cell _____ Fax _____

Developer Dashboard ID# (if applicable) _____

Meter Set/Billing Information (if different than "Legal Name" bill to:

Name _____ Existing NV Energy Customer? ☐ Yes ☐ No

Address _____ Customer # from current bill _____

Revised 6/18/2014

NV Energy Use Only: Date Received _____ Received By _____
PID# _____ NVE Project Title _____
Requested Engineering Advance amount \$ _____

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Third Party Point of Contact – if requested, Applicant must fill out and attach the notarized Third Party Contact Authorization Form on Page 6

Estimated Construction Dates (not required for NVE Existing Facility Sketch / Red Line):

Start date of your on-site construction _____ Date Electric Service needed by _____

Projected Project Build-out date _____ Applicant requests predesign meeting? Yes ☐ No ☐

Is this a phased project? Yes ☐ No ☐ (A project with multiple construction phases requires a phasing plan & absorption schedule. Confer with your Project Coordinator once one has been assigned)

Project Information:

Please use the Load Type(s) from the table below to identify the type of load for each Project Type below

Type	Residential	Type	Commercial/Retail	Type	Industrial	Type	Hotel/Casino
1	Custom Home > 3,000 sq. ft.	9	Retail – Commercial (w/Refrigeration.)	17	School (K-12)	25	Intermittent Motor (Gate, Elevator)
2	Single/Multi-family <3,000 sq. ft.	10	Retail - Anchor	18	Church	26	Hotel – Casino (Tourists)
3	Multi-Family - Clubhouse	11	Retail w/Grocery	19	Warehouse	27	Casino – With Rooms
4	Hi-Rise Condo – Tower (Owners)	12	Office	20	Data Center	28	Casino – No Rooms
5	Parking or Parking Garage	13	Restaurant-Stand Alone	21	Light Manufacturing	29	Conference – Public Space
6	Lights (Total Watts)	14	Convenience Store - Large	22	Heavy Manufacturing	30	Restaurant - Not Stand Alone
7	Commercial – General Services	15	Convenience Store - Small	23	Large Motor	31	Other (Describe)
8	Retail – General (No Refrigeration)	16	Hospital – Medical Office	24	Emergency Motor		

Project Type – Check appropriate Project Type box(es) and provide requested information for each

☐ **Temp Service Project Type (Construction Power)** Date requested _____ Length of service _____

Temp panel size _____ amps Voltage _____

Service feed: ☐ Overhead ☐ Underground Wire provided and installed by: ☐ NV Energy ☐ Customer

☐ **Residential Project Type (1-4 units)** *Truckee Meadows only* – Gas load _____ CFH

Existing pole # _____ Existing transformer # _____ Existing meter # _____

Reason for panel upgrade – (if applicable) _____

Load Type	# of Existing	# of New	Panel Size in Amps	Voltage and # of Phases	Type of unit – house, barn, garage, gate, well, etc.	# of type of Unit/Meter	Largest A/C unit (tons)	Square Footage per Unit	Service Length
Ex: 1	0	1	400	120/240 – 1ph	house	1	3.0	3,700	
					Well		HP:		

Type of house/building: ☐ Stick built ☐ Modular ☐ Other (describe): _____

Install service lines: ☐ Overhead ☐ Underground Install primary lines: ☐ Overhead ☐ Underground

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☐ Subdivision Project Type (5 or more detached dwelling units)

Subdivision Name _____

Load Type	Panel Size in Amps	Voltage and # of Phases	Type of unit – house, irrigation, gate, etc.	# of type of Unit/Meter	Largest A/C unit (tons)	Square Footage per Unit	Truckee Meadows Only Gas load in CFH
Ex: 2	200	120/240 – 1ph	house	1	2.5	2,300	

Design Requirements:

Connection points: ☐ Vault ☐ Junction Enclosure

Meter location: ☐ House side ☐ Garage side

Type of sales: ☐ Lot sales ☐ Production build

Street type: ☐ Public streets ☐ Private streets

Are Civil or Site Plans Final ☐ Yes ☐ No

☐ Submitted AutoCAD Civil or Site drawings on disk.

Does info on this application match civil or site plans ☐ Yes ☐ No

Date Civil plans were approved by city/county _____

☐ Street Lights Project Type

☐ NV Energy-owned and maintained street lights:

Decorative: Quantity _____ Lumens _____ Pole type _____ Light type _____

Cobra Head: Quantity _____ Lumens _____

Bill Street lights to: ☐ City City name _____

☐ County County name _____

☐ Private Billing info: _____

☐ Customer-owned and maintained street lights:

Location of meter pedestal _____

Meter to serve: # of lamps _____ Avg. wattage per Lamp _____

☐ Multi-family Project Type (Dwelling units with a common wall)

Load Type	Bldg # or Pad #	# of Units	Square Footage per Unit	Total Square Footage	Voltage and # of Phases	Main Panel Size (Amps)	Meter Size for Units (Amps)	House Meter Size (Amps)	Truckee Meadows only Gas load in CFH
Ex: 2	1	12	700	8,400	120/208 – 3ph	800	100	100	250

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☐ **Commercial/Retail/Industrial/Hotel-Casino Project Type**

Load Type	New or Existing	Bldg # or Pad #	# of Units	Square Footage per Unit	Total Square Footage	Voltage and # of Phases	Main Panel Size (Amps)	Meter Size for Units (Amps)	House Meter Size (Amps)	Total Connected kVA	Truckee Meadows only Gas load in CFH
Ex: 9		1	10	1,500	15,000	120/208 – 3ph	1,000	100	100	250	2,500

Backup/redundant power requested? Yes ☐ No ☐

☐ Manual Switching

☐ Automatic Switching

☐ For total load

☐ For partial load

New Non-Air Conditioning Motor Information:

(For Irrigation Pumps use Irrigation Pump Project Type below. If there are additional motors, use separate sheet)

Load Type	# of Motors	HP per Motor	Voltage and # of Phases	Operation (all concurrent or # of motors operating concurrently)	Soft or Reduced Voltage Starting? (Yes or No)	Sequential Starting (Yes or No)
Ex: 22	3	300	277/480 – 3ph	All concurrent	Yes	Yes

☐ **Irrigation Pump Project Type**

Motors _____ HP per Motor _____ Voltage _____ Panel size _____

Are you applying for interruptible irrigation rates? _____

NOTE: To avoid unnecessary delays and cost to your project, contact your local NV Energy office before purchasing your equipment for motor starting requirements.

Are you aware of any of the following conflicts? (These may delay construction of your project)

- | | | |
|---|--|---------------------------------------|
| <input type="checkbox"/> Environmental | <input type="checkbox"/> Right of Way/Easement | <input type="checkbox"/> NDOT |
| <input type="checkbox"/> Street/Highway | <input type="checkbox"/> BIA/Tribal Land | <input type="checkbox"/> BLM/Forestry |
| <input type="checkbox"/> Transmission | <input type="checkbox"/> Railroad (UPRR) | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Not Aware of Any Conflicts | <input type="checkbox"/> High Pressure Gas Lines | |

Is there solar, wind, or any other renewable energy system connected with this project? Yes ☐ No ☐

If yes, provide description: _____

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Are Federal-Aid Funds being utilized on this project? Yes ☐ No ☐

If yes, please
identify source of
Federal-Aid Funds:

Do special provisions apply for? Buy America ☐ Yes ☐ No Buy American ☐ Yes ☐ No Other ☐ Yes ☐ No

If yes, provide a separate letter explaining why these special provisions apply. (Attach to this Project Information Sheet).

Utility projects and services are governed by the Public Utilities Commission of Nevada. See the following link for all Electric Rules. Rule 9 specifically addresses electric line extension projects.

<https://www.nvenergy.com/company/rates/nnv/index.cfm>

Please provide a brief statement of the purpose for this application:

Your signature below ensures that the information provided is correct.

Applicant's Signature (Must be signed) _____

Printed Name _____ Date _____

NOTE: A Design Advance is required to proceed with a binding design and cost estimate. Your NV Energy Representative will determine the advance amount based on the scope of your project. Please make sure this form is filled out completely. Incomplete information may delay your project.

NV Energy Project Application Requirements

Residential 1-4 units – Required Information

Site plan drawings to include:

Site Plan	Lot Numbers/Addresses	Building Envelope
Vicinity Map	Assessor Parcel Numbers	Building Footprint
Easements	Landscape and Sidewalks	Driveway Location
Parcels	Right-of-Way (Parcel/Centerline)	Well Location
Street Names	Sewer/Storm Drain Locations	Leach Field
Grading		

Electrical Plans:

Panel Location/Size
Voltage Requested

Gas: Natural gas available only in the Reno/Sparks area

Gas load in CFH

Right-of-Way Documentation

Copy of Deed	County APN
Recorded Parcel Map	Any existing easements on the parcel

Disk of Civil Drawings (Including Site Plan)

Subdivision 5 or more detached dwelling units - Required Information

Full set of civil drawings to include:

Site Plan	Lot Numbers/Addresses	Building Envelope
Vicinity Map	Assessor Parcel Numbers	Building Footprint
Easements	Landscape and Sidewalks	Driveway Location
Parcels	Right-of-Way (Parcel/Centerline)	Well Location
Street Names	Sewer/Storm Drain Locations	Leach Field
Grading		

Street improvement section with PUE (Street Profile)

Utility Plan:

Including water facilities

Architectural :

Building elevations

Meter locations:

Phasing Requirements

Scale of drawing

Pump or lift stations

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(Townhouse, Apartment, Condo)

NV Energy Project Application Requirements - Continued

Electrical Plans:

Panel Location/Size
Voltage Requested

Landscaping:

Irrigation Plans
Electric irrigation meter location

Right of Way documentation

Assessor's map
County APN
Parcel map
Property Title report-if available
Copy of Deed
Existing property easements
Existing facilities on property

Plumbing Plans:

Gas load in CFH
Gas meter location

Disk of civil drawings-including site plan

Note: Natural Gas only available in the Reno/Sparks area

Multi-family and Commercial - Required Information

Full set of civil drawings to include:

Site Plan
Vicinity Map
Easements
Parcels
Street Names
Grading
Landscaping

Lot Numbers/Addresses
Assessor Parcel Numbers
Landscape and Sidewalks
Right-of-Way (Parcel/Centerline)
Sewer/Storm Drain Locations
Street improvement section with PUE
Panel specifications

Building Envelope
Building Footprint
Driveway Location
Well Location
Leach Field
Sidewalks
Load calculations

Street improvement section with PUE (Street Profile)

Utility Plan:

Proposed location of utilities
Including water facilities

Electrical Plans:

Panel schedules
One-line
Manufacturer's specifications
Termination cabinet
Location of service
Voltage of each panel

Architectural:

Building elevations
Meter locations

Mechanical Plans:

Phasing Requirements
Scale of drawing

Right of Way documentation

County APN
Parcel map
Property Title report-if available
Copy of Deed
Existing property easements
Existing facilities on property
Assessor's map

Plumbing Plans:

Total gas load
Individual load per meter
Meter location

Landscaping:

Irrigation Plans
Electric irrigation meter location

Disk of civil drawings-including site plan

Note: Natural Gas only available in the Reno/Sparks area



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NV ENERGY CONSULTANT/ THIRD PARTY CONTACT AUTHORIZATION FORM

The following Customer/Legal Owner: _____

Mailing Address: _____

Phone Number: _____ E-Mail: _____

Authorizes: _____

(Consulting company/Agent)

Mailing Address: _____

Phone Number: _____ E-Mail Address: _____

to represent the above Company for the following project: _____

and to act on the behalf of the above Company to perform the following actions:

- ☐ Communicate/submit all information relevant to the project to NV Energy.
- ☐ Pick up and deliver contracts. (does not include signature authority)
- ☐ Communicate and authorize all change requests.
- ☐ To represent and be the sole contact with NV Energy on behalf of the above Company.

This authorization will remain in place until completion of the above referenced project, unless otherwise notified in writing from the Company/ Owner/Developer/or Customer.

(Notary Required)

By: _____

State of _____

County of _____

Title: _____

On this _____ day of _____, 20_____,

Date: _____

(Company/Developer/ Owner) personally appeared
before me, a Notary Public, who acknowledged to me
that they executed the foregoing instrument.

NOTARY PUBLIC

Statement of Seal