



# 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** – 4216 Ruby Vista Dr. (775)738-3188. 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 \$ \_\_\_\_\_



## Project Information Sheet

**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



## Project Information Sheet

**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: \_\_\_\_\_

## Project Information Sheet

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:**

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*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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## Project Information Sheet

(Townhouse, Apartment, Condo)

### NV Energy Project Application Requirements - Continued

<p>Electrical Plans:</p> <ul style="list-style-type: none"> <li>Panel Location/Size</li> <li>Voltage Requested</li> </ul>	<p>Landscaping:</p> <ul style="list-style-type: none"> <li>Irrigation Plans</li> <li>Electric irrigation meter location</li> </ul>	<p>Right of Way documentation</p> <ul style="list-style-type: none"> <li>Assessor's map</li> <li>County APN</li> <li>Parcel map</li> </ul>
<p>Plumbing Plans:</p> <ul style="list-style-type: none"> <li>Gas load in CFH</li> <li>Gas meter location</li> </ul>	<p>Disk of civil drawings-including site plan</p>	<ul style="list-style-type: none"> <li>Property Title report-if available</li> <li>Copy of Deed</li> <li>Existing property easements</li> <li>Existing facilities on property</li> </ul>

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

### Multi-family and Commercial - Required Information

Full set of civil drawings to include:

<ul style="list-style-type: none"> <li>Site Plan</li> <li>Vicinity Map</li> <li>Easements</li> <li>Parcels</li> <li>Street Names</li> <li>Grading</li> <li>Landscaping</li> </ul>	<ul style="list-style-type: none"> <li>Lot Numbers/Addresses</li> <li>Assessor Parcel Numbers</li> <li>Landscape and Sidewalks</li> <li>Right-of-Way (Parcel/Centerline)</li> <li>Sewer/Storm Drain Locations</li> <li>Street improvement section with PUE</li> <li>Panel specifications</li> </ul>	<ul style="list-style-type: none"> <li>Building Envelope</li> <li>Building Footprint</li> <li>Driveway Location</li> <li>Well Location</li> <li>Leach Field</li> <li>Sidewalks</li> <li>Load calculations</li> </ul>
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Street improvement section with PUE (Street Profile)

<p>Utility Plan:</p> <ul style="list-style-type: none"> <li>Proposed location of utilities</li> <li>Including water facilities</li> </ul>	<p>Electrical Plans:</p> <ul style="list-style-type: none"> <li>Panel schedules</li> <li>One-line</li> <li>Manufacturer's specifications</li> <li>Termination cabinet</li> <li>Location of service</li> <li>Voltage of each panel</li> </ul>	<p>Architectural:</p> <ul style="list-style-type: none"> <li>Building elevations</li> <li>Meter locations</li> </ul>
<p>Mechanical Plans:</p> <ul style="list-style-type: none"> <li>Phasing Requirements</li> <li>Scale of drawing</li> </ul>	<p>Landscaping:</p> <ul style="list-style-type: none"> <li>Irrigation Plans</li> <li>Electric irrigation meter location</li> </ul>	<p>Right of Way documentation</p> <ul style="list-style-type: none"> <li>County APN</li> <li>Parcel map</li> <li>Property Title report-if available</li> <li>Copy of Deed</li> <li>Existing property easements</li> <li>Existing facilities on property</li> <li>Assessor's map</li> </ul>
<p>Plumbing Plans:</p> <ul style="list-style-type: none"> <li>Total gas load</li> <li>Individual load per meter</li> <li>Meter location</li> </ul>	<p>Disk of civil drawings-including site plan</p>	

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



# Project Information Sheet

## 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