



4 Municipal Way, Wellesley, MA 02481
Phone: 781-235-7600; Fax: 781-237-1949
Monday- Friday 7:00AM-3:00PM

AU # _____

APPLICATION FOR ELECTRIC SERVICE

NEW AND UPGRADED SERVICE CONNECTIONS

Requested Service

Please check all that apply:

Temporary Permanent Solar _____
size

New Residential Upgraded Residential Commercial Shutdown

Voltage – 120/240V, 3 wire, single phase 120/208V, 3 wire, single phase
 120/208V, 4 wire, three phase 277/480V, 4 wire, three phase

Property Information

Property Location: _____ Main Switch Size: _____ AMPS

Property Owner: _____ Phone: _____

Mailing Address: _____
Street Address Town State ZIP Code

Contractor Information

Name of Applicant _____ Phone: _____

Electrician: _____ Phone: _____

Contractor: _____ Phone: _____

Billing Information

Name of Person Responsible for paying for work done by WMLP: _____ Phone: _____

Street Address City/Town State ZIP Code

Name of Person Responsible for paying Electric Bills: _____ Phone: _____

Street Address City/Town State ZIP Code

Disclaimer and Signature

The undersigned makes application for Electric Service at the premises described above, it being expressly understood that such service will be provided in accordance with the published rules and regulations of the Wellesley Municipal Light Plant as stated in its *Electric Service Upgrade and New Installation Policy*.

Signature: _____ Date: _____

PLEASE NOTE: TROUGHS ARE NOT ALLOWED BEFORE THE METER. CONDUIT SHALL TERMINATE FOUR INCHES ABOVE FINISH GRADE. IF A CONDUIT REDUCER IS REQUIRED IT MUST BE INSTALLED AFTER THE WMLP INSTALLS THE CABLE. AFTER RELEASE, WMLP WORK WILL BE COMPLETED WITHIN TWO (2) WEEKS FOR 200 AMP SERVICES AND WITHIN TWELVE (12) WEEKS FOR SERVICES ABOVE 200 AMPS.



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RESIDENTIAL LOAD LETTER (400 AMPS & UNDER)

General Information

Service Address:	Total Square Footage:
Electrician/Electrical Contractor Name:	Phone:
Electrician/Electrical Contractor License #:	
Electrician/Electrical Contractor Business Address:	

Electrical Load – Part I

1. General Lighting (SQFT X 3 VA/SQ FT (Table 220.12) _____sqft. X 3					=	volt-ampere
2. Small Appliance Circuits (NEC 220.52(A)) (min. 2)	@ 1,500	volt-amperes	=			volt-ampere
3. Laundry Circuit (1500 VA per circuit) (NEC 220.52(B))	@ 1,500	volt-amperes	=			volt-ampere
4. Total General Lighting Load (Add lines 1, 2 & 3):			=			volt-ampere
5. First 3000 VA @ 100%:			=			volt-ampere
6. Total General Lighting Load – 3000 = _____ @ 35%			=			volt-ampere
7. Net General Lighting Load (Add lines 5 & 6):			=			volt-ampere
<u>Fixed Appliances(if insufficient space, use back):</u>	YES	NO				volt-ampere
· Computer Equipment	<input type="checkbox"/>	<input type="checkbox"/>	=			volt-ampere
· Refrigeration Equipment	<input type="checkbox"/>	<input type="checkbox"/>	=			volt-ampere
· Garbage Disposal	<input type="checkbox"/>	<input type="checkbox"/>	=			volt-ampere
· Kitchen Hood Fan	<input type="checkbox"/>	<input type="checkbox"/>	=			volt-ampere
· Microwave	<input type="checkbox"/>	<input type="checkbox"/>	=			volt-ampere
· Dishwasher	<input type="checkbox"/>	<input type="checkbox"/>	=			volt-ampere
· Other:	<input type="checkbox"/>	<input type="checkbox"/>	=			volt-ampere
		Total	=			volt-ampere
8. 3 or less Appliances, Total Appliance VA / 4 or more Appliances, 75% of Total Appliance VA			=			volt-ampere

Electric Load-Part II

	YES	NO				
9. Electric Range (8000VA or Nameplate, use highest value)	<input type="checkbox"/>	<input type="checkbox"/>	=			volt-ampere
10. Electric Oven	<input type="checkbox"/>	<input type="checkbox"/>	=			volt-ampere
11. Electric Dryer (5000 VA minimum)	<input type="checkbox"/>	<input type="checkbox"/>	=			volt-ampere
12. Electric Vehicle Charger	<input type="checkbox"/>	<input type="checkbox"/>	=			volt-ampere
13. Roof Heating	<input type="checkbox"/>	<input type="checkbox"/>	=			volt-ampere
14. Driveway Heating	<input type="checkbox"/>	<input type="checkbox"/>	=			volt-ampere
15. Pool Equipment	<input type="checkbox"/>	<input type="checkbox"/>	=			volt-ampere
16. Other:	<input type="checkbox"/>	<input type="checkbox"/>	=			volt-ampere

Electric load-Part III (Heating & Cooling)

	YES	NO				
17. Cooling (Non Heat Pump A/C)	<input type="checkbox"/>	<input type="checkbox"/>	=			volt-ampere
18. Heat Pump Units	<input type="checkbox"/>	<input type="checkbox"/>	=			volt-ampere
19. Heat Pump Strip Heat	<input type="checkbox"/>	<input type="checkbox"/>	=			volt-ampere
20. Heat (Baseboard/Furnace)	<input type="checkbox"/>	<input type="checkbox"/>	=			volt-ampere
21. Electric Hot Water Heater(Standard/Tank-less)	<input type="checkbox"/>	<input type="checkbox"/>	=			volt-ampere
22. Other:	<input type="checkbox"/>	<input type="checkbox"/>	=			volt-ampere



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RESIDENTIAL LOAD LETTER (400 AMPS & UNDER)

Electric Load-Part IV (Electric load-Motors)								
1 st Largest Motor HP:	Size	=	amps	RLA	=	amps	FLA = amps	
2 nd Largest Motor HP:	Size	=	amps	RLA	=	amps	FLA = amps	
23.	125% of largest motor						=	volt-ampere
Service Rating								
Total Service Load (add Line 7, 8 & 9 thru 23)							=	Volt-ampere
Total Service Load (VA)/240-volts							=	ampere
Service Rating (Value Shall be Greater or Equal to Service Load)							=	ampere

- The information provided in this document is critical to Wellesley Municipal Light Plant in sizing our electrical facilities and to provide reliable service. Incomplete load letters will not be accepted or processed.
- Electrical Contractor/Electrician completing this form are required to provide their license #, otherwise application will not be accepted or processed.
- Residential dwellings requiring electrical service 600 Amps or greater are mandated to provide a load letter with an engineer’s seal, otherwise application will not be accepted or processed.
- Residential dwellings installing renewal energy resources are required to fill-out the required Wellesley Municipal Light Plant Interconnection Service Agreement.

PRINT:	SIGNATURE:	DATE:
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