

# Customer Scoping Document for Project Initiation



Notification # \_\_\_\_\_

Consumers Energy's Preferred Load data method is Full Project Prints, including Site Plan, Mechanical Plan, Electric Panel Schedule, and Survey. **Consumers Energy cannot provide a cost or design without complete and accurate information for the utility type requested.** Additional forms may be required.

| Customer Contact Information   |   |   |                                     |                                 |                |                     |
|--|---|---|-------------------------------------|---------------------------------|----------------|---------------------|
| Customer Name  | Customer E-mail Address   | Customer Phone Number   |                                     |                                 |                |                     |
| Address of Job Location (If no address, please include Road Name, City, Crossroads, Lot #, Parcel ID #, County and Township)   |   |   |                                     |                                 |                |                     |
| Site Contact Information   |   |   |                                     |                                 |                |                     |
| Electrician Name & Company   | Electrician E-mail Address  | Electrician On-Site Phone Number  |                                     |                                 |                |                     |
| Mechanical Contractor Name & Company   | Mechanical Contractor E-mail Address  | Mechanical Contractor On-Site Phone Number  |                                     |                                 |                |                     |
| Account Type   |   |   |                                     |                                 |                |                     |
| <b>Residential</b>   |   |   |                                     |                                 |                |                     |
| <input type="checkbox"/> New <input type="checkbox"/> Existing/Change/Upgrade  | <input type="checkbox"/> Modular Home <input type="checkbox"/> Permanent <input type="checkbox"/> Temporary   | Square Footage of Home _____  |                                     |                                 |                |                     |
| <b>Commercial / General Service</b>  |   |   |                                     |                                 |                |                     |
| <input type="checkbox"/> New <input type="checkbox"/> Existing/Change/Upgrade  | <input type="checkbox"/> Pole Building <input type="checkbox"/> Business <input type="checkbox"/> Permanent <input type="checkbox"/> Temporary  |   |                                     |                                 |                |                     |
| Business Operation Type: _____   |   |   |                                     |                                 |                |                     |
| <input type="checkbox"/> Months of Operation _____   | <input type="checkbox"/> Hours of Operation per Week/Month _____  | <input type="checkbox"/> Number of Shifts per Day _____   |                                     |                                 |                |                     |
| <input type="checkbox"/> Square Footage of Building _____  | <input type="checkbox"/> Number of Employees _____  | <input type="checkbox"/> Number of Units _____ <input type="checkbox"/> Number of Stories _____   |                                     |                                 |                |                     |
| <b>Agricultural</b>  |   |   |                                     |                                 |                |                     |
| <input type="checkbox"/> New <input type="checkbox"/> Existing/Change/Upgrade  | <input type="checkbox"/> Pole Building <input type="checkbox"/> Grain Dryer <input type="checkbox"/> Irrigation <input type="checkbox"/> Line Relocation <input type="checkbox"/> Other | _____   |                                     |                                 |                |                     |
| <b>Business Operation Type:</b> _____  |   |   |                                     |                                 |                |                     |
| <input type="checkbox"/> Months of Operation _____   | <input type="checkbox"/> Hours of Operation per Week _____  | <input type="checkbox"/> Number of Shifts per Day _____   |                                     |                                 |                |                     |
| <input type="checkbox"/> Crop Type _____   | <input type="checkbox"/> No. of Bushels / Acres _____   | <input type="checkbox"/> Acres Irrigated / Farmed _____   |                                     |                                 |                |                     |
| Planting Date _____  | Harvest Date _____  |   |                                     |                                 |                |                     |
| Site Information   |   |   |                                     |                                 |                |                     |
| <b>Current Construction Status:</b>  |   | <b>Construction Requirements:</b>   |                                     |                                 |                |                     |
| <input type="checkbox"/> Not Started <input type="checkbox"/> Foundation   | <input type="checkbox"/> Electrical Inspection <input type="checkbox"/> Site Grading (3" to Final)  | <input type="checkbox"/> Staked <input type="checkbox"/> Framed <input type="checkbox"/> Backfilled <input type="checkbox"/> Hard Surface Break <input type="checkbox"/> Type of Hard Surface _____ |                                     |                                 |                |                     |
| <input type="checkbox"/> Single  | <input type="checkbox"/> Three  | <input type="checkbox"/> Bore   |                                     |                                 |                |                     |
| Gas Meters must be mounted to a weatherproof, permanent backerboard on structures that will receive siding. The backerboard is required for new builds and relocates. See Customer Guidelines: Meter Backerboard Requirements.             |   |   |                                     |                                 |                |                     |
| <b>Fill out the sections below for the type of energy you are requesting.</b>  |   |   |                                     |                                 |                |                     |
| Electric service information and requirements. You may need to work with your electrician to complete the following sections.  |   |   |                                     |                                 |                |                     |
| <b>Electric Service Type:</b>  |   | <b>Electric Phase Requirements: (Not all phases or voltages are available in all areas)</b>   |                                     |                                 |                |                     |
| <input type="checkbox"/> Overhead <input type="checkbox"/> Underground   | <input type="checkbox"/> Single <input type="checkbox"/> Three  |   |                                     |                                 |                |                     |
| <b>Electric Voltage Requirements:</b>  |   |   |                                     |                                 |                |                     |
| <input type="checkbox"/> 120/240 <input type="checkbox"/> 240/480 <input type="checkbox"/> 120/208 (Three-Phase) <input type="checkbox"/> 277/480 (Three-Phase) <input type="checkbox"/> Existing 480 (Requires Consumers Energy approval) |   |   |                                     |                                 |                |                     |
| <b>Electric Service Load Side Conductor:</b>   |   |   |                                     |                                 |                |                     |
| <input type="checkbox"/> Single <input type="checkbox"/> Other _____   | <input type="checkbox"/> Parallel <input type="checkbox"/> Copper   | Conductor Size from Panel to Meter Socket _____<br>Mast Size _____  |                                     |                                 |                |                     |
| Proposed Service Panel Size _____  | Amps Largest Motor - _____  | Horsepower _____  | Locked Rotor Amps _____             | Rated Load Amps _____           |                |                     |
| <b>Lighting:</b>   |   |   |                                     |                                 |                |                     |
| Exterior: # of Units _____   | Watts / Fixture _____   | KVA _____   | Interior: # of Units _____          | Watts / Fixture _____ KVA _____ |                |                     |
| <b>Air Conditioning/Heating, Venting and Cooling:</b>  |   | # of Units _____  | Tons / Unit _____                   | Largest Unit _____              |                |                     |
| <b>Geothermal:</b>   |   | Number of Units _____   | Largest Units _____                 | Pump Size _____                 | Ton/Unit _____ | Aux Heat Size _____ |
| <b>Instant Water Heating:</b>  |   | <input type="checkbox"/> Natural Gas <input type="checkbox"/> Electric  | <input type="checkbox"/> Size _____ |                                 |                |                     |

