



**2025 SUBDIVISION**  
**LOAD SHEET**  
**INFRASTRUCTURE ONLY**  
**(NO METERED SERVICES)**

Office Use:	
Name:	_____
WORK ORDER _____	S/O _____
SITE VISIT _____	MR _____
PVID _____	TAX _____ DIS: _____ Clerk _____

**REQUIREMENTS TO PROCESS**

Subdivision Final Plat Recorded?       Yes       No

Is this subdivision planned to be all electric?       Yes       No

- A CAD drawing that meets MPEI’s “Required Features and Layers for CAD File” – please refer to the Electric Service Construction Standards (ESCS) on our homepage under “New Construction” at [www.mpei.com](http://www.mpei.com).

**CONTACT INFORMATION**

CONTACT PERSON FOR THIS PROJECT: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

\*Please enter “N/A” where not applicable

**PROPERTY OWNER:**

Names: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**BILLING INFORMATION:**

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_

Cell: \_\_\_\_\_ Business: \_\_\_\_\_

**DEVELOPER INFORMATION:**

Name: \_\_\_\_\_ Representative: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**ELECTRICAL CONSULTANT:**

Name: \_\_\_\_\_ Representative: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_

## SUBDIVISION INFORMATION

Legal Description: \_\_\_\_\_

Subdivision Name: \_\_\_\_\_

Address: \_\_\_\_\_

Town: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Within Town Limits: Yes  No

Number of Single-Family Lots: \_\_\_\_\_ Amps: \_\_\_\_\_ per home

• Number of Developer Designed Homes? \_\_\_\_\_ Garages: Yes  No

• Number of Custom Homes? \_\_\_\_\_ Average size of lots: \_\_\_\_\_

Type of Multi-Family Units: Townhomes: \_\_\_\_\_ Condos: \_\_\_\_\_

• Number of Townhomes: \_\_\_\_\_ Units per Townhome: \_\_\_\_\_ Number of Garages: \_\_\_\_\_

○ Amps per Townhome: \_\_\_\_\_ Average Sq. Ft.: \_\_\_\_\_

• Number of Condos: \_\_\_\_\_ Units per Condo: \_\_\_\_\_ Number of Garages: \_\_\_\_\_

○ Amps per Condo: \_\_\_\_\_ Average Sq. Ft.: \_\_\_\_\_

Please provide a description of your subdivision and attach as sketch for reference:

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Will the subdivision be developed in phases? If so, please provide an overview of each phase and include a sketch or plan for reference:

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## TRANSFORMERS

If your project meets MPEI requirements, do you want transformers set when primary electric service is installed?

YES                       NO

- *If yes, transformers will be installed with the primary line but will not be energized until all primary facilities for the agreed upon contract are installed and connections are complete.*

## ENGINEERING DEPOSIT

**Engineering Deposit:** You are applying for infrastructure only, which requires a \$1,500.00 engineering deposit + \$50 per unit. This deposit is valid for one year and is refundable, minus any incurred costs, through the reconciliation process.

**ONLINE PAYMENT for load sheets submitted by email:** Once received, a work order will be established, MPEI will email payment instructions to: \_\_\_\_\_

**EMAIL LOAD SHEETS: LOADSHEETS@MPEI.COM**

**LOAD SHEET & PAYMENT** can be mailed to MPEI, Attn: Engineering, PO Box 170, Granby, CO 80446 or drop off at the Granby office located at 321 E. Agate Ave. or Walden office located at 600 3<sup>rd</sup> St.

- **When you are ready to move forward with the service installation (including conduit, wiring, and meters), you will need to complete a permanent service load sheet that aligns that aligns with your job.**

## ENGINEERING DEPOSIT

OWNER NAME (Printed): \_\_\_\_\_

OWNER SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_



## Owner's Responsibility Acknowledgement Form

Thank you for the completion of your load sheet for service at MPEI. Please be aware of the requirements below to keep your job on track. A site visit will be scheduled and an engineering estimate for your application will be provided to you. This is an **estimate** for the services rendered and will be reconciled with actual costs once the job is complete. Your total cost may increase or decrease depending on the actual cost of the job. To help with the process, the following list are items that are required prior to MPEI installing facilities.

Please **INITIAL EACH OF THE FOLLOWING**, to acknowledge your understanding and responsibilities to keep your job on track:

- \_\_\_\_\_ Full payment of the estimated construction costs according to the contract.
- \_\_\_\_\_ If easements are required from adjacent property owners MPEI will prepare any easement documents and inform the applicant of required landowner easements, you are responsible to obtain signatures from property owners for all required easements using MPEI documents. All easements must be obtained prior to extending our facilities.
- \_\_\_\_\_ If you are constructing roads where facilities are located, you must have your road to grade within six inches prior to any facilities being installed.
- \_\_\_\_\_ If you would like a copy of our Electric Service Construction Standards, please visit our website at: [www.mpei.com](http://www.mpei.com) and click on "New Construction" on the home page.

### **DATES TO KEEP IN MIND:**

*Fall excavations are weather permitting: To allow sufficient time for construction, all outstanding contracts, invoices, and required paperwork must be received by **October 15, 2025**. Failure to meet this deadline may result in additional costs or a delay until spring **2026**.*

*For projects involving road cuts, all payments and paperwork must be received by **September 15, 2025**, to ensure timely construction. Otherwise, the project may be postponed until spring **2026**.*

If you have any questions, feel free to call us at (970)887-3378 ext. 721.

The owner must sign and date this form to confirm that you have read and agreed to the terms stated above.

\_\_\_\_\_  
Owner Name (printed)

\_\_\_\_\_  
Owner Name (Signature)

\_\_\_\_\_  
Date

Thank you.