



2026

TEMPORARY SERVICE LOAD SHEET

Office Use:

Name: _____

WORK ORDER _____ S/O _____

SITE VISIT _____ MR _____

PVID _____ TAX _____ DIS: _____ Clerk _____

REQUIREMENTS TO SUBMIT LOAD SHEET

- **Visible Property Pins:** Must be in the ground (no stakes).
- **Address Posting:** Must be clearly visible.

If site visit is scheduled and requirements were not met, you may incur additional charges.

SITE LOCATION

Service Address (include County Rd): _____

Town: _____ Zip Code: _____

Is there a Gate Code? If so, please provide this information: _____

TYPE OF SERVICE

☐ New Residential ☐ New Small Commercial ☐ Large Commercial

TEMP WILL SERVE: ☐ Temp converting to Perm- if applicable Unit _____ ☐ Construction Temp

THIS IS FOR TEMPORARY SERVICE ONLY and is good for **two years**. Once you are ready for permanent service you will need to complete a permanent service load sheet that aligns with your job. Please refer to our website.

Construction Temps – Meter that will not go permanent: Please contact Engineering at (970) 887-3378 ext. 721 to request meter retirement. Monthly system access charges will continue until retirement is completed. A meter retirement invoice will be issued.

STATE INSPECTION(S) is requested by the customer or electrician to a state agency. Inspections are required prior to MPEI setting a temporary meter. MPEI can only accept meter releases from DORA (Department of Regulatory Agencies). Website: www.dora.colorado.gov

SERVICE REQUESTED

Service Rating: _____ Amps – Main Disconnect/Breaker Rating

Additional Large Load (e.g., Heaters) _____ / _____ kW

WARNING: Accurate load information is essential for MPEI to properly size equipment. *It is your responsibility to notify MPEI of any load changes. Failure to do so may result in equipment damage, and the owner will be responsible for all associated costs.*

SITE VISIT CONTACT

SITE VISIT CONTACT: _____ PHONE: _____

EMAIL ADDRESS: _____

Temporary Invoicing: After the site visit is completed, an invoice for temporary service will be emailed to the owner and contractor.

PROPERTY OWNER(S) INFORMATION

☐

CURRENT OR PREVIOUS MEMBER

OR

☐

NEW MEMBER

COMPLETE SECTION 1 – Individual/Joint Property Owner(s)

COMPLETE SECTION 2 –Business, LLC, or LLP (EIN Required)

SECTION 1: INDIVIDUAL OR JOINT MEMBERSHIP

Name(s): _____

Mailing Address: _____ City: _____ Zip Code: _____

Email Address: _____

Cell: _____ Home: _____ Business: _____

SECTION 2: BUSINESS/LLC/LLLP

Business/LLC: _____ EIN: _____

Mailing Address: _____ City: _____ Zip Code: _____

Please designate a **Voting Member** who is authorized to make account changes and is responsible for billing:

Name: _____

Email Address: _____

Cell: _____ Home: _____ Business: _____

ELECTRICIAN

Business Name: _____ Contact: _____

Phone: _____ Email: _____

CONTRACTOR / DEVELOPER

Business Name: _____ Contact: _____

Phone: _____ Email: _____

PROPERTY OWNER SIGNATURE

Owner Name (Print): _____

Owner Signature: _____ Date: _____

EMAIL, MAIL, OR DROP OFF LOAD SHEET

- Email load sheet to: loadsheets@mpei.com (when work order is set up, we will call for a site visit).
- Mail to: MPEI, Attn: Engineering, PO Box 170, Granby, CO 80446.
- Drop Off: Granby office located at 321 W. Agate Ave. or Walden office located at 600 3RD St.



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 you're understanding and responsibilities to keep your job on track:

- _____ Full payment of the estimated construction costs according to the contract.
- _____ If you are metering on building, you must have the building foundation constructed with the meter's location clearly marked before MPEI will design your project. Any changes must be communicated prior to payment to incorporate the requested changes into the estimate. MPEI requires a state inspection prior to MPEI scheduling facility installation.
- _____ 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 contract execution.
- _____ 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 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, 2026**. Failure to meet this deadline may result in additional costs or a delay until spring **2027**.*

*For projects involving road cuts, all payments and paperwork must be received by **September 15, 2026**, to ensure timely construction. Otherwise, the project may be postponed until spring **2027**.*

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.