



SPPC. Use only – Project # _____ Project title _____ Requested Engineering Advance\$ _____
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1 Ohm Place, P.O. Box 10100, Reno, Nevada 89520-0024

Revised 11/19/2007

**PROJECT INFORMATION – SINGLE FAMILY RESIDENTIAL (1-4 UNITS)  
AND SINGLE PHASE COMMERCIAL PROJECTS**

An "engineering" deposit will be required for your project to cover the estimated cost of preparation of detailed plans, specifications and cost estimates. If an extension agreement is executed within twelve months after plan and estimate is furnished, the deposit shall become a part of any required advance and shall be refunded in accordance with the extension agreement. Please allow 4 weeks for the design of your project once **all** required information has been received. **Design revisions to your project will be charged as a non-refundable advance and will delay your final design.**

**Contract Information:** (Legal Name and Address for Contract)

Name \_\_\_\_\_ Attn: \_\_\_\_\_  
 Mailing Address \_\_\_\_\_ E-Mail \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
 Phone # \_\_\_\_\_ Cell # \_\_\_\_\_ FAX # \_\_\_\_\_  
 Customer Rep (if different) \_\_\_\_\_ Phone # \_\_\_\_\_

**Project Information:**

Building department issuing permit: City of Reno City of Sparks Washoe County Storey County  
 Service Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Assessor Parcel # (APN) \_\_\_\_\_ # of units \_\_\_\_\_ # of meters \_\_\_\_\_  
 Square footage of dwelling \_\_\_\_\_ Date power is required (**Not ASAP**) \_\_\_\_\_  
 Type of structure: Mobile Home \_\_\_\_\_ Real property \_\_\_\_\_

**Bring in the following Information:**

*E-mail ([cwudke@sppc.com](mailto:cwudke@sppc.com)) & put "sprattachment" in subject line) or diskette including:  
**Site Plan** showing distances from parcel lines to meter locations.  
 Hard copy & Email  
**Copy of Deed (VC Highlands – Mandatory)**  
**Closest Pole # \_\_\_\_\_ or Closest Transformer # \_\_\_\_\_**  
**(Property must display physical address for Designer at time of application)***

**Electric: Service Panels over 400 amps require Manufacturer's drawings.**

Panel size \_\_\_\_\_ Amps # of meters \_\_\_\_\_ Length of service \_\_\_\_\_ Ft.  
 Panel location \_\_\_\_\_  
 Central Air Conditioning \_\_\_\_\_ tons Well \_\_\_\_\_ HP  
 Voltage \_\_\_\_\_ Substructure: Vault or Junction Enclosure  
 Primary: Overhead or Underground Service: Overhead or Underground  
 Temporary power: Yes or No Location \_\_\_\_\_  
 Net metering: Yes or No Type: Solar/Wind/Other Size \_\_\_\_\_ kW  
 Comments \_\_\_\_\_

