

Commercial/Industrial/Large Residential Service Information



[Electrical Service Installation Guide \(Green Book\)](#)

Please submit this form after initiating job at 1.800.338.0178 to:

DTE Energy Planning & Design



Provide the following REQUIRED information to help us understand your installation requirements Work Order or Event ID# _____

Business Name _____
 Service Address _____
 City _____ State _____ Zip _____
 Phone # _____ Alt _____

Contact Person _____
 Care of Address _____
 City _____ State _____ Zip _____
 Phone # _____ Alt _____

Customer's / Representative Signature _____ Date _____
 (Owner, General Contractor, Etc.) Print Name _____

Electrical Business Name _____ Contact _____
 Office Phone _____ Fax _____ E-Mail Address _____
 Cellular _____ Signature _____

Business Type	Service Type	120/240 Volts	120/208 Volts	277/480 Volts
	<input type="checkbox"/> Underground <input type="checkbox"/> Overhead	<input type="checkbox"/> Single Phase <input type="checkbox"/> 3 Phase	<input type="checkbox"/> Single Phase <input type="checkbox"/> 3 Phase	<input type="checkbox"/> 3 Phase

Final service type and availability MUST be verified by Service Planner

Connected Loads	Lighting	Misc	Total Motors	Receptacles	Water Heater	Heat Pump	EV**	Cooking	Air Conditioning
Single Phase	KW	KW	HP*	KW	KW	Ton	KW	KW	Ton
Three Phase		KW	HP*	KW	KW	Ton	KW	KW	Ton

*Horse Power

1 st Largest Motor & Type	Size	LRA	FLA	Special Start	Phase
HP*	Amps	Amps	Amps		<input type="checkbox"/> Single Phase <input type="checkbox"/> 3 Phase
2nd Largest Motor & Type	Size	LRA	FLA	Special Start	Phase
HP*	Amps	Amps	Amps		<input type="checkbox"/> Single Phase <input type="checkbox"/> 3 Phase

*Horse Power

Welding Information	Type	Amps	In Rush	Amps	Quantity
**Electric Vehicle Charger Information	Type	Amps Each Unit		Quantity	

Hours of Operation: _____ Anticipated Future Load _____ Date Future Load is Anticipated _____

Conductor Info	Size	Conductor Type	Number of Sets	Main Disconnect
Copper				Amps
Aluminum				Amps

Max Size: 750 kcmil

Max sets: 8

Each Request MUST include: a **Riser Diagram**, a **Brief Description of request**, and this form must be **filled in completely**.
On New Construction: a **Site Drawing**, **Legal Description**, and **Proof of ownership** must be included with this form. Please include the name and address to whom the Electric Bill will be sent **Failure to do so may cause job delays. NOTE: One service per premise.**

**EV Chargers- Provide manufacturer's data sheet. Service may require customer to install step up transformer for EV or step down for main service.

THIS AREA TO BE FILLED OUT BY ELECTRICIAN OR ELECTRICAL CONTRACTOR

Geothermal or Air to Air Heat Pump Load Information Sheet



After initiating job at 1.800.338.0178 please submit this form to:

DTE Energy Planning & Design: 

Required Provide the following information

Videos- GeoExchange

Work Order or Event ID#

Customer Name _____	Contractor Name _____
Customer Street _____	Contractor Street _____
Customer Town/City _____	Contractor Town/City _____
Phone Number _____ Alt _____	Phone Number _____ Alt _____
E-Mail Address _____	E-Mail Address _____

Required

System is going to be installed - Estimated date _____	Service Type	<input type="checkbox"/> New <input type="checkbox"/> Existing	<input type="checkbox"/> Overhead <input type="checkbox"/> Underground
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Required Type of installation - Check ONE and enter quantities:

Commercial		Multi Unit Commercial		Apartment/Attached Condo		Residential	
No. of Units		Units per building		Units per Building		Square footage	
		No. of Buildings		No. of Buildings		No. of Units	

Required Geothermal Unit Information – enter data:

Operating Voltage	<input type="checkbox"/> 120/240 <input type="checkbox"/> 120/208	<input type="checkbox"/> Single Phase <input type="checkbox"/> 3 Phase	Type of System	<input type="checkbox"/> Ground Source <input type="checkbox"/> Air-to-Air
Total Full-load amperage		FLA	Loop System	<input type="checkbox"/> Open <input type="checkbox"/> Closed
Lock Rotor Amps at startup for compressor		LRA	If Open System, please indicate the horse power of the pond/well pump	HP
Brand name and model number of system being installed			Supplemental Heat	KW
Attach copy of manufacturers spec sheet for Ground water unit		Required	Electric Water Heater	Gallons KW

Required (House service equipment and voltage/current):

House Service: Size of service panel _____	Amp _____
Type of backup heating used _____	

Required (Geothermal – Approved special rate circuits, list the equipment and their current to be installed in the approved geothermal load center):

Geothermal Panel Size	Amp	Brand Name of Panel	Number of circuits available
Furnace	Amp	Electric Water Heater	Motors Amp
Electric Resistance Heat	Amp	Fans	Motors Amp
Well Pump (open loop system)	Amp	Other	Other Amp

Please contact DTE Energy to discuss the job with our Planning and Design personnel before the installation is started. DTE Energy needs to ensure there is adequate voltage available or can be provided.

Customer Signature _____	Date: _____
Contractors Signature _____	Date: _____