Utility Distribution Systems - Electric
City of Medicine Hat
2172 Brier Park Place NW
Medicine Hat, AB T1C 1S6
Phone: 403-529-8122
eleccomm@medicinehat.ca

Commercial / Multi-Family Electric Service Application

General Information:

Date of Application: _____ Date Service Required By: _____

Property Location: _____

To obtain address information for your service area, contact one of the following:

- City of Medicine Hat Planning & Development Services: (403) 529-8374
- Town of Redcliff: (403) 548-3618
- Cypress County Office, Dunmore: (403) 526-2888

Legal Description: Lot _____ Block _____ Plan # _____

Area: ☐ Medicine Hat ☐ Redcliff ☐ Cypress County (Dunmore / Desert Blume / Veinerville)

Rural: ☐ NE ☐ NW ☐ SE ☐ SW

Section _____ Township _____ Range _____

Applicant Information:

Company: _____ Contact Name: _____

Address: _____
Street Address

_____
City *Province* *Postal Code*

Phone: _____ Email: _____

Invoice Billing Information (if different from applicant information):

Company: _____ Contact Name: _____

Address: _____
Street Address

_____
City *Province* *Postal Code*

Phone: _____ Email: _____

Electrical Contractor / Consultant Information:

Company: _____ Contact Name: _____

Address: _____
Street Address

_____
City *Province* *Postal Code*

Phone: _____ Email: _____

Rev: 2024/05/23

Commercial / Multi-Family Service Details:

Utility Service Details

☐ Temporary Service

Note: If a temporary service is required, two commercial application forms must be submitted.

☐ Permanent Service

Metering Information:

Meter Type:	Quantity
☐ Unmetered	_____
☐ Secondary Metering (600V or less)	_____
☐ Primary Metering (8000/13000V)	_____

Meter Location:

☐ Indoor

Meter Location Comments:_____

Meter Change:

☐ Relocate existing meter(s)
☐ Add meter(s)
☐ Remove meter(s)

Service Type Requested:

☐ Overhead ☐ Underground

Service Change:

☐ Relocate overhead service to underground
☐ Reroute underground service
☐ Change supply service size
_____ Existing Size
_____ Requested Size

Voltage:

☐ 120/240 ☐ 347/600
☐ 120/208 ☐ Primary (13800)
☐ 277/480 ☐ Other: _____

Customer Service Details

Existing Main Disconnect:

Size: _____A
☐ Breaker ☐ Fuse

Proposed Main Disconnect:

☐ 80% rated ☐ 100% rated
Size: _____A
☐ Breaker ☐ Fuse

Asymmetrical Interrupting Capacity :

_____ in 1000's of amps

Conductor Size:

_____ AWG / kcmil Stranding: _____

Conductor Type: ☐ Cu. ☐ Al.

Diameter:_____mm / inch

Conductor Quantity:

_____ / Phase

Note: Max conductor size for copper is 500 kcmil. Aluminum is 750 kcmil. Max parallel sets of conductors to utility equipment is 8.

Secondary Installation Method:

☐ Conduit Conduit type:_____
Conduit size:_____ mm / inch
Number of Conduits:_____
☐ Direct Buried

Current Transformer (if greater than 200 amp meter): ☐ Yes ☐ No

Location:
☐ CT Cabinet ☐ CDP ☐ Switchgear

Connection:
☐ Cable ☐ Bar

Conductor Size to and from Current Transformers:

_____ AWG / kcmil (Max 2 - 500 kcmil Cu. per Phase)
_____ Number of Cables per Phase

Peak demand: _____ kVA

Operating demand: _____ kVA

Customer Generation:

☐ Yes Size:_____kVA
☐ No

Load Details:

	Connected Load (kVA)	Hours of Use	Estimated Demand (kVA)
Interior Lighting			
Exterior Lighting			
Mechanical Equipment			
HVAC (exclude air conditioning)			
Air Conditioning			
Shop Equipment			
Elevator			
Welders			
Car Plugs			
EV Charging Stations			
Miscellaneous			
Total			

Motor Details – 50hp and larger (attach list if applicable)

Type (induction, synchronous)	Size (nameplate hp)	Voltage	Starting (VFD, soft start)	Use / Comments

Final Checklist:

☐ There is a non-refundable engineering assessment fee of $500. By checking this box you consent to the City of Medicine Hat invoicing your account.

☐ Site Plan

Requirements:

1. Site Plan Showing:
   - Lot lines and building corners relative to the property corners
   - Location of main disconnect in building
   - Location of doors and windows on all exterior walls
   - Landscaping in vicinity of building
2. If the proposed dwelling is a multi-suite complex with individual metering, then numbering and addressing of the suites is required.

☐ Single Line Diagram

If Primary Metered, we will require Relay Settings and a Short Circuit Study for Review.

Please return the completed form and all required supporting documents to:

City of Medicine Hat - Utility Distribution Systems - Electric
2172 Brier Park Place NW
Medicine Hat, AB T1C 1S6
Attention: Engineering Office
Phone: (403) 529-8122
Email: eleccomm@medicinehat.ca

Multiple-dwelling residential installations & commercial/industrial service installations:

Multiple-dwelling residential and commercial/industrial applications will receive a cost estimate once the application has been processed. To proceed with work, a deposit will be required prior to construction.

The Applicant, or their Representative, will be responsible for notifying their electric contractor or other contractors of City Operations - Electric construction plans as outlined in the correspondence.

Metering Information:

Prior to electric meter activation, the property owner must sign on for utility billing:

In person at Medicine Hat City Hall, 580 – 1st Street SE

or

Online at https://www.medicinehat.ca/en/home-property-and-utilities/sign-up-for-utilities.aspx

1. Unmetered service requests are typically for services with a demand of less than 30 Amps at 120 Volts. This service type is at the discretion of the Utility.
2. There will be a charge for any meters installed after the date of service connection.
3. Transformer rated metering shall be used on all services exceeding 200 Amps per phase.
4. Minimum instrument transformer cabinet size to be 1219mm x 1219mm x 305mm if 500 kcmil cable is entering enclosure. Otherwise, the cabinet can be 914mm x 914mm x 305mm.
5. For services larger than 800 Amps, bus bar conductors must be used.