



Customer Project Development Services



Application available online: <https://www.iid.com/energy/new-construction>

Customer Project Application

Imperial Valley

333 S. Waterman Ave., El Centro, CA
Mail: Customer Project Dev., PO Box 937, Imperial, CA 92251
Office Hours: 7:30 a.m. - 5:30 p.m. (closed every other Friday)
760-482-3300

Coachella Valley

Mail/Physical Address: 81-600 Avenue 58, La Quinta, CA 92253
Office Hours: 7:00 a.m. - 5:00 p.m. (closed every other Friday)
760-398-5841



Process Overview

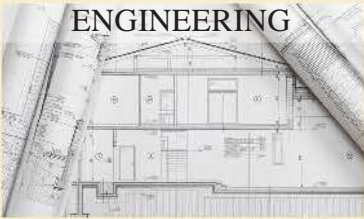
Customer Controlled • IID Controlled

INITIATION



Customer provides service location, size of panel and voltage of the main panel.
Depending upon the project size, IID will provide a ballpark construction cost estimate and timeline.

ENGINEERING



Customer submits a completed application packet.
Customer pays the engineering fee if requested.
An IID staff member is assigned and the electrical design is drawn.

CONDUIT INSTALLATION



Customer initiates a pre-construction meeting with IID to review the work to be accomplished.
Customer will complete construction (e.g. conduit, main panel, etc.) and request IID to inspect the work.
IID inspectors validate the work is up to standards and ensure site access for construction crews. CT meter installation, if applicable (timeline varies).

CONSTRUCTION



Customer pays the estimated construction fees and requests construction.
IID works with the customer to schedule construction.
IID crew completes construction.

INSPECTION/METER INSTALLATION



Agency having jurisdiction (AHJ) inspects and passes the service panel.
IID installs and energizes CT metering, if applicable (timeline varies).
IID energizes non-CT metered service.



CUSTOMER PROJECT DEVELOPMENT SERVICES

Application Checklist

(updated 03/2025)

The following forms and information are required to process your application in a timely manner.

Application Forms

- Application for New Service.
- Contractor Information Sheet, *if requested.*
- Joint Trench Indemnity Agreement, *if requested.*
- Terms and Conditions.
- Construction Cost Adjustment
- Motor Nameplate Data Sheet, *if requested.*
- Generator Nameplate Data Sheet, *if requested.*

Engineering Documents

Approved electrical engineered drawings in AutoCAD format reflecting the following:

- City-approved street improvement drawings.
- Project site plan and legal description of the property.
- One-line diagram and panel load schedules.
- City-approved streetlight drawings.
- Main panel specifications (manufacturing drawings).
- Main panel location, size and voltage.
- Motor starter data sheet.
- List of motor size(s) in HP.

Rights of Way and Easements

- All rights of way and easements shall be in the form acceptable to and at no cost to IID for the installation, operation and maintenance of all electric facilities.

For PV Projects

- Application projects check-sheet.
- Electrical one-line diagram check-sheet.
- Site plan check-sheet.

All files should be in .pdf, e-file, and/or printed, as requested.

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Application Requirements

Residential Application:

- 1) Complete the Project Information and Single Family Residential Application sections.
- 2) Sign the application.
- 3) Attach a photocopy of your driver's license.
- 4) Provide your social security number.

Commercial Application: (Sole Proprietor)

- 1) Complete the Project Information and Commercial sections.
- 2) Sign the application.
- 3) Attach a photocopy of your driver's license.
- 4) Provide your social security number and/or your Federal Tax ID number.

Corporation, LLC or LLP:

- 1) Attach a copy of your articles of incorporation, your annual statements of Domestic Corporation, or a copy of your annual stockholders' report.
- 2) Provide your Federal Tax ID number.
- 3) The officer/member must provide a letter of authorization for the person signing if he or she cannot sign.
- 4) Entity paperwork must be provided with this application, if applicable.
- 5) There will be a deposit required for customers who do not have credit established with IID. (if applicable)

Partnership:

- 1) Both partners must sign the application or one partner may sign and attach partnership papers.
- 2) There will be a deposit required for customers who do not have credit established with IID.

Limited Partnership:

- 1) Attach limited partnership documents.
- 2) General partnerships that are a corporation will need to include the information requested for a corporation (see *Corporation, LLC or LLP* above).
- 3) A partner must sign or provide a letter of authorization for the signing agent. (if applicable)
- 4) There will be a deposit required for customers who do not have credit established with IID.

Additional:

- 1) A service establishment fee of **\$25.00** will be billed on your first energy statement.
- 2) Guarantee deposits are held until credit is established in accordance with IID Regulation 7. A copy of this and other regulations is available on our website www.iid.com.

Guarantee Deposits May Be Made Using One of the Following Methods:

- 1) Cash, check, credit card or electronic funds transfer.
- 2) Indemnity Bond from your insurance company (forms available upon request).
- 3) Irrevocable Letter of Credit from your bank.

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CUSTOMER PROJECT DEVELOPMENT SERVICES

Application for Service

PROJECT INFORMATION				
PROJECT ADDRESS	CITY	STATE	ZIP CODE	IN-SERVICE DATE
ELECTRICAL INSTALLATION <input type="checkbox"/> Overhead <input type="checkbox"/> Underground <input type="checkbox"/> Area/Streetlight <input type="checkbox"/> Net Meter <input type="checkbox"/> Distributed Generation <input type="checkbox"/> Temporary Service <input type="checkbox"/> Service Relocate <input type="checkbox"/> Service Removal Main Panel Size _____ (Amps) Voltage Required _____ <input type="checkbox"/> 1 Phase <input type="checkbox"/> 3 Phase Number of Meters _____ Total Connected Load (HP) _____				
TYPE OF PROJECT: <input type="checkbox"/> Photovoltaic (solar) <input type="checkbox"/> Single Family Residential <input type="checkbox"/> Subdivision Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Agricultural Bus. Hrs. _____ # Workdays in Week _____ # Workdays in Month _____				
CONSTRUCTION CONTACT NAME	CELL NUMBER	OTHER PHONE	EMAIL	
CONTRACT ACCOUNT NUMBER	METER NUMBER(S)			
ELECTRICAL PROJECT DESCRIPTION (attach additional pages as necessary)				

Electrical one-line / panel schedules / panel specifications may be required

SINGLE FAMILY RESIDENTIAL APPLICATION INFORMATION (IF OTHER, SKIP TO NEXT SECTION)				
CUSTOMER NAME (if different than above)	CELL NUMBER	OTHER PHONE	EMAIL	
BILLING ADDRESS (if different than above)	CITY	STATE	ZIP CODE	DRIVER LICENSE NUMBER
SOCIAL SECURITY NUMBER	DATE OF BIRTH	PLACE OF EMPLOYMENT		MARITAL STATUS
OTHER CONTACT (if any)	CELL NUMBER	OTHER PHONE	EMAIL	

COMMERCIAL, INDUSTRIAL, RESIDENTIAL SUBDIVISION, TEMPORARY SERVICE OR AGRICULTURAL				
PROJECT OWNER BUSINESS TYPE: <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> LLC <input type="checkbox"/> LLP				
BUSINESS NAME		DOING BUSINESS AS (if applicable)		
BILLING ADDRESS (if different than above)	CITY	STATE	ZIP CODE	
IF PARTNERSHIP, LIST PARTNER NAMES 1. _____ 2. _____				
IF CORPORATION, LIST THE FOLLOWING: President/Member _____ Secretary/Member _____ Vice President/Member _____ Treasurer/Member _____ Federal Tax ID# _____				
SIGNATORY #1 (if applicable)	TITLE	DRIVER LICENSE NUMBER		STATE
CELL NUMBER	EMAIL	SOCIAL SECURITY NUMBER (if applicable)		
OTHER PHONE				
SIGNATORY #2 (if applicable)	TITLE	DRIVER LICENSE NUMBER		STATE
CELL NUMBER	EMAIL	SOCIAL SECURITY NUMBER (if applicable)		
OTHER PHONE				

Signature required on next page.



CUSTOMER PROJECT DEVELOPMENT SERVICES
Application for Service – Continued
Regulations Governing Sale and Use of Electric
Energy

Excerpts from Regulation No. 6

The customer shall, at his own risk and expense, furnish, install and keep in good and safe condition all electric wires, lines, machinery and apparatus of any sort which may be required for receiving electric energy from the District, and for applying and utilizing such energy, including all necessary protective appliances and suitable housing therefor. The District shall not be responsible for any loss or damage occasioned or caused by the negligence or want of proper care or wrongful act of the customer or any of his agents, employees or licensees on the part of the customer in installing, maintaining, using, operating or interfering with any such wires, lines, machinery or apparatus.

Excerpts from Regulation No. 11

The district shall, at its option, have the right to disconnect its services until the customer has complied with all the terms of the agreement and of the District's regulation.

Excerpts from Regulation No. 15

The District will construct, own, operate and maintain lines only along public streets, roads and highways which the District has the legal right to occupy and on public lands and private property across which rights-of-way satisfactory to the District may be obtained without cost or condemnation by the District.

All Imperial Irrigation District Regulations Governing the Sale and Use of Electric Energy are available for viewing at all IID Division Offices, Imperial Operating Headquarters and online at www.iid.com.

- I have read and agree to the Regulations listed above.

Signature: _____ Title: _____

Print Name: _____ Date: _____

INTERNAL USE ONLY							
BP no.	<input type="checkbox"/> CO <input type="checkbox"/> DO <input type="checkbox"/> Urban <input type="checkbox"/> Rural		Cycle	Book	ARDMS segment no.	New seg.	ARDMS sequence no.
Contract account no.			CO date	DO date	Rate	SE	HP SIC
HP/Schedule change From To		STAPP <input type="checkbox"/> Yes <input type="checkbox"/> No	Meter no.		Reading	Multi.	Demand Serial no.
Credit est. <input type="checkbox"/> Yes <input type="checkbox"/> No	G.D. no.	Amount	<input type="checkbox"/> New installation <input type="checkbox"/> Re-install <input type="checkbox"/> Re-connect <input type="checkbox"/> Removed <input type="checkbox"/> Left onpremise				
Remarks			Notes			Nearest meter no.	
Approved by			Received by CA			Keyed in computer	

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CUSTOMER PROJECT DEVELOPMENT SERVICES

Contractor Information Sheet

If applicable, please select the level of authorization for communication with your contractor.

Contractor
Address
Contact
Contact Phone
Email Address

- Attend meetings and/or respond to correspondence regarding this project.
- Pick-up the contractor notes packet for this project.
- Receive electronic files for this project, including energy account information.
- Obtain approvals, to complete this project.

Signature: _____

Title: _____

Print Name: _____

Date: _____

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CUSTOMER PROJECT DEVELOPMENT SERVICES **Terms & Conditions**

Indemnification Agreement

In consideration for the provision of electrical utility service by IID for the development project identified in the Standards Specifications and Contractor Information Sheet, Applicant and IID agree as follows: the provision of electric utility service to Applicant is conditioned on compliance by Applicant with all applicable laws including the Imperial Irrigation District Regulations Governing the Sale and Use of Electric Energy and Rate Schedules.

Applicant shall defend and indemnify IID, from any: liability, claims, suite or actions; losses, expenses, fees, or costs of any kind, so long as such things are in relation to, as a consequence of, arising out of, or in any way attributable actually, allegedly or impliedly, in whole or in part, to the provision of electrical service by IID to Applicant for the development project identified in the Standards Specifications and Contractor Information Sheet; however, Applicant shall not be required to indemnify and hold harmless IID as set forth above for liability attributable to the sole fault of IID.

Customer Initials _____

Environmental Impact Information

The work IID has to undertake to provide the electric service requested may cause impacts to the environment. Since the work is customer-driven and not a system upgrade, the customer will comply in accordance with the California Environmental Quality Act and National Environmental Policy Act (if applicable), any new, relocated, modified or reconstructed IID facility, pursuant to piecemealing or segmenting prohibitions, (which can include, but is not limited to, substations, transmission and distribution lines, canals and drains, etc.) required to accommodate the customer's project needs to be considered a component of the project, and assessed in the project's CEQA and NEPA (if applicable) analysis.

Failure to comply with such requirements will result in the postponement of the service requested until the appropriate environmental documentation is obtained by the customer from the lead agency having jurisdiction to permit the customer's project and the environmental impacts are fully assessed and mitigated. Any and all mitigation necessary as a result of the impacts on the environment caused by the construction, relocation and/or update of the IID facilities is the responsibility of the customer. At its discretion IID will verify, via its field crews and project inspectors, if impacts are being mitigated per customer's environmental document and if customer is providing on-site mitigation monitoring. If not, customer will be advised of this and IID work will be halted until the appropriate mitigation measures and monitoring are in place.

Customer Initials _____

Engineering Fee

I acknowledge that failure to complete and return all pertinent forms to IID could cause a delay in electric service. I agree and understand that the Engineering Fee will be paid to begin engineering a project and will be applied as a credit toward the construction cost of the project. The Engineering Fee is non-refundable. Any design changes that result in the redesign of the project, and therefore alters prior schedule IID commitments will require an additional non-refundable Engineering Fee and may cause delays in construction schedules(s).

Customer Initials _____

Signature: _____ Title: _____

Print Name: _____ Date: _____

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CUSTOMER PROJECT DEVELOPMENT SERVICES **Construction Cost Adjustment**

Construction Estimate Statement

The estimated construction cost undergoes regular review and adjustment every six months following the initial construction invoice letter date. This process allows for potential refinements and ensures that the current cost to provide services remains up- to -date (Per Regulation 15-B). IID Construction resources must be scheduled to perform work assigned within the six months of the dated construction invoice letter date issued, in order to avoid cost revisions. If there is a delay by the customer in processing all necessary project requirements including, but not limited to compliance with the California Environmental Quality Act, permitting, acquisition of necessary rights of way, easements, electrical equipment procurement, IID shall be under no obligation to perform any work or activity unless Customer has deposited funds to pay for such work pursuant to the updated Construction cost Invoice and all customer’s project requirements are completed. (Per Developer Energy Planning Guide 2023 SEC.1.0.4).

Customer Initials _____

Signature: _____ Title: _____

Name: _____ Date: _____

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Motor Nameplate Data, Motor Starter Information

IID Engineering will analyze the effect of large motors connected to the IID system based on the motor nameplate data and motor starter information (Submit one sheet per motor).

MOTOR NAMEPLATE DATA:

- All motors - 50 HP and above.
- Simultaneously starting motors - 15 HP and above.
- All motors starting more than one time per hour - 15 HP and above.
- See typical nameplate:

HP	Phase	Insul. Class	HZ
Frame		V230 A	V460 A
Type	Code	Enclosure Type	Service Factor
RPM	Design	NEMA Nom Eff.	Max AB Temp.
Manufacturer		ID/Model No.	

MOTOR STARTER REQUIREMENTS:

- The starting voltage drop for motors shall no exceed a 3-percent.
- Multiple motors shall not be start simultaneously.
- All three-phase motors above 75 horsepower are required to have starters.

The customer is responsible for ensuring compliance with the above motor starting requirements.

Please provide the manufacturer, and model number of the motor starter.

Manufacturer	ID/Model No.
--------------	--------------

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CUSTOMER PROJECT DEVELOPMENT SERVICES

Generator Nameplate Data Information

IID Engineering will analyze the effect of Generator connected to the IID system based on the generator nameplate data information.

Please provide the manufacturer, and model number of the Generator. (Submit one sheet per generator)

Manufacturer	ID/Model No.
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Interconnection of Distributed Generation Facilities Regulation 21 application required for Stand-By generators.

Please submit application for Interconnection of Distribution Generation Facility with your CSP application.

- <https://www.iid.com/power/rates-regulations/regulations>

GENERATOR INFORMATION:

- See typical nameplate

Rated Capacity (CEC-AC, kWh)	Generator Type (Solar, Wind, Battery, Etc.)
Generator Equipment Manufacturer	Generator Module Number
Inverter/Controller Manufacturer	Inverter Model Number
Type of Visible Open Disconnect	Estimated Monthly Production, (kWh)
Estimated Date of Parallel Operation	

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Joint Trenching Indemnity Agreement

The joint trenching of utilities, as opposed to the trenching of utilities in separate trenches, is a development and construction method which provides cost savings to Contractors. However, joint trenching also presents additional risks of danger due to the proximity of utilities in a common trench. In consideration for permission given by IID to Contractor to install all utilities in a joint trench, Customer agrees to indemnify IID as set forth herein.

In consideration for permission given by IID to Contractor to install all utilities in a joint trench, Customer and IID agree that Customer shall defend and indemnify IID, from any: liability, claims, suit or actions; losses, expenses, fees, or costs of any kind, so long as such things are in relation to, as a consequence of, arising out of, or in any way attributable actually, allegedly or impliedly, in whole or in part, to the joint trenching of utilities by Contractor and/or its subcontractors. However, Customer shall not be required to indemnify and hold harmless IID as set forth above for liability attributable to the sole fault of IID.

Signature: _____

Title: _____

Print Name: _____

Date: _____

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