

Indiana South residential electric service/meter alteration application



Please complete this form if you need to alter an existing CenterPoint Energy Indiana residential electric service and/or the associated meter. In order to process your request, please complete all required fields (*) and mail a copy of your completed application and any necessary documentation to: **CenterPoint Energy Indiana, ATTN: New Business Service Center, P.O. Box 209, Evansville, IN 47702-0209**. You may also submit your documents via fax at **888-287-2770** or email at **NewService@CenterPointEnergy.com**.

Important!

Before submitting your application, review the important information found on the last page.

Please consult your **professional electrical contractor** to ensure the information you include on this application is accurate and all required information (*) has been provided.

Need help?

For assistance, call **800-990-1930** to speak with a CenterPoint Energy representative.

APPLICANT

1. Applicant

Applicant name*		Point of contact name*	
Contact daytime phone*		Contact email address	
()			
Billing address*		Billing city*	Billing state*
			Billing zip code*
Are you the property owner?*		CenterPoint Energy account number for this service (if known)	
If 'No', please have the property owner call to grant authorization. Yes No			

SERVICE

1. Location information

Service address*		City*	State*	Zip code*
			IN	
County*	Township	Nearest major cross street	Subdivision	Lot number

2. Service request details

Structure type*						Is this service part of a multi-unit project?*	
House	Apartment	Modular home	Mobile home	Condo	Garage	Yes	No
Duplex	Barn/pole barn	Sign	Other _____				
Total current square footage of heated space*				Are you adding heated square footage?*			
				No Yes (Provide amount) _____			
Additional electric meters requested*				Preferred request completion date* (see last page)			
If relocation only, choose '0' 0 1 Other _____				____ / ____ / ____			

3. Customer-owned facilities

Please indicate if any of the following apply. If you make a selection below, please locate and mark the facilities prior to installation. **It is the customer's responsibility to mark all facilities prior to service installation—CenterPoint Energy is not responsible for damage to unmarked private facilities.** (Please read "Facilities" section on last page of this document before submitting your application.)

Customer-owned facilities* (Check all that apply)					
Septic/sewer	Sewer lateral	Underground fuel tank	Well	Pet fence	Drains/downspouts
Sprinklers	Private electric	Customer-owned cable	Other _____		None
Potential surface obstructions*			Additional comments		
Concrete	Asphalt	Grass	Ditches/ravines		
Shed	Steep hill	Other _____	None		

ELECTRIC SERVICE

1. Electrical contractor information

Electrician name	Electrician phone
	()

2. Existing electric service information

Existing electric service type*		Existing electric service size*		Existing electric service voltage*		Existing electric service phase*	
Underground	Overhead	100 Amps 400 Amps	200 Amps Other _____	120/240V	Other _____	1 Phase	3 Phase
Existing electric meter location*				Reason for electric relocation and/or resize			
Example: 5 ft. north from southwest corner of the building				Example: Remodeling			

3. Added electric appliances

Select the quantity of each **added** electric appliance in the adjoining columns. Skip this section if you are not adding electric appliances.

Electric appliance type*	1	2	3
Electric air conditioner (AC) <i>Provide the tonnage of each unit in the space provided.</i>	Tonnage: _____	Tonnage: _____	Tonnage: _____
Electric dryer			
Electric furnace			
Electric generator			
Electric heat pump			
Electric range			
Electric water heater (storage)			
Electric water heater (tankless)			
Electric window AC			
Other (type):	Quantity: _____		
Other (type):	Quantity: _____		
Other (type):	Quantity: _____		
Other (type):	Quantity: _____		

4. Electric service and/or meter alteration

If this request involves altering your electric service/meter, complete applicable sections below.

a. Relocation of service

<p>1.</p>	<p>Preferred CenterPoint Energy electric meter location*</p> <p>Three items are required: (1) In the diagram at left, please mark one of the four boxes to specify the preferred location for your CenterPoint Energy electric meter; (2) Below, specify the distance (in feet) to the nearest corner of the building; and (3) Below, specify the distance (in feet) to the middle of the nearest street.</p> <p>2. Distance of electric meter to nearest corner of building: _____ ft.</p> <p>3. Distance of electric meter to middle of street: _____ ft.</p>
	<p>Is temporary electric service required?*</p> <p>Yes No</p> <p>If temporary service is required, has temporary saw service pole been installed?*</p> <p>Yes No</p> <p><i>Pole must be installed within 75' of pole top transformer or 1' from a pad mount transformer.</i></p>

b. Resizing of service

Requested electric service type*		Requested service size*		Requested service voltage*		Requested service phase*	
Underground	Overhead	200 Amps 400 Amps Other _____		120/240V	Other _____	1 Phase	3 Phase

IMPORTANT INFORMATION

Please review the following information before submitting your application:

Formal design requirements

If formal design is required, the lead time for installing electric facilities may be longer. Formal design is required if one or more of the following conditions are met:

- Greater than 400 amps
- 3 Phase
- If it requires more than one pole to be set
- Easements/permits required

Length of service over 200 feet *If a formal design is required:*

Our engineering department may contact you to discuss and/or schedule a site visit meeting to discuss the location of the meter(s), the service line route, the load sheet and easements. If an easement is required, you are responsible for providing the deed to the engineer that scheduled your site visit.

Installation site-ready checklist

- Site must be within 6" final grade
- Basement/foundation in and backfilled
- Clear 8' wide path
- Electric service install-meter socket(s) and riser installed
- Clearly mark/stake the location of all private underground utilities located on your property

Construction schedule estimated processing time is 4-6 weeks pending weather conditions, road restrictions, permitting requirements, property site ready and required permits have been obtained.

Meter sets and inspections

CenterPoint Energy may not install and/or connect meter(s) at time of service installation. Before we can connect you to CenterPoint Energy's natural gas and/or electric system, a house line inspection from your city or county may be required.

A credit check and deposit may also be required before meter(s) are connected.

If you are in an area that requires an inspection (see list below), you are responsible for contacting the county or city to set up the inspection. The inspector will contact CenterPoint Energy when the inspection is complete. If your area does not require a county inspection, contact CenterPoint Energy at 800-990-1930 to have a meter(s) installed once your electrician has completed work.

The following Indiana counties require an inspection:

- Posey County
- Spencer County
- Vanderburgh County
- Warrick County

If your preferred request completion date or site ready date changes, please contact CenterPoint Energy at 800-990-1930.

Facilities

Prior to service installation and/or performance of improvement request by CenterPoint Energy, **You, as the property owner, are responsible for locating and marking all existing utility and septic facilities ("Facilities") at the Service Address provided above, using your state's 811 service.** Please be advised, however, that the property may contain Facilities which have not been recorded and the locations of which are not identifiable at this time. By submitting this Application, You: 1) acknowledge that You assume all risks associated with unlocatable and unmarked Facilities, even if you contacted your state's 811 service to locate and mark the Facilities; and 2) shall indemnify, defend, hold harmless and release CenterPoint Energy and its respective shareholders, directors, officers, administrators, managers, employees, servants, agents successors and assigns from or against any injuries, including death, damages, fines, claims, lawsuits, penalties or expenses, including reasonable attorneys' fees, arising from Your failure to locate and mark all Facilities at the Service Address provided above. This indemnification obligation shall not apply to the extent liability is caused by the negligence or wrongdoing of CenterPoint Energy.

Check order status

To check the status of your request you may contact us via email at NewService@CenterPointEnergy.com or by phone at 800-990-1930.