

The Cooperative's responsibility

The Cooperative is responsible for providing and installing the following:

- Current transformers.
- Metering circuits (wiring).

Before Connection

Before calling the Co-op for service connection, please review this important information to avoid unnecessary delays and/or billing:

- Have you provided the Cooperative with all necessary documentation such as an easement and application?
- If you signed an easement, did you use black ink and have it notarized?
- Have you made all necessary up-front payments?
- Have you (or your electrician) set the service up as the applicable NHEC specification in this handbook shows?
- Is the service located as you and our Field Representative discussed?

If you have any questions concerning any of these items, please call the Cooperative at 1-800-698-2007 or the Field Representative for your area.

Service Upgrade and Relocation

Introduction

An upgrade or relocation of service requires changing the existing metering equipment. This section provides information for upgrading and relocating an existing service. There are two types of upgrades: same location and relocation. Same location upgrades involve using the same location to install new metering equipment. Relocation upgrades involve moving the point of attachment to a new location, which may incur new costs.

Getting started

The Cooperative should be made aware of any planned changes to an existing service as soon as possible.

- Review your plans with your electrician to determine what your needs are.
- Consult the Overhead and Underground sections of this handbook to determine the necessary requirements for your service.
- Make sure you have obtained all necessary permits for your project.
- Call the Cooperative at 1-800-698-2007 to arrange a field visit to determine the service requirements and what costs are involved.
- Provide the Cooperative with increased load information. You may be required to fill out a Load Data Sheet.
- Install the new service equipment to Cooperative specifications.
- Obtain an electrical inspection and approval of the service equipment and structure. The call for this inspection is made by the member (or the electrical contractor) to the electrical inspector for your area.
- Call the Cooperative at 1-800-698-2007, after the electrical inspection is complete, and request that the old service equipment be de-energized and that the new service equipment be energized. A service order will then be generated to the District for this work and they will insert it into their construction schedule.