

## REQUESTING PERMANENT SERVICE

### Underground Secondary

- ▶ Please request an As-built of your specific subdivision unit prior to beginning home construction, these documents will provide service entrance location for each lot.
- ▶ Contact GVEC Customer Service Representative at 800.223.4832 with billing and address information.
- ▶ Electrical service (Meter base and main disconnect switch assembly) must be installed on the side of the home nearest the pad mounted transformer or secondary pedestal that will serve the residence.
- ▶ Meter base shall not be located more than 5 feet back from the front corner of the house and shall not be located within a fenced area. (See typical on next page)
- ▶ Easement area/right-of-way path for installation of service shall be clear of any building materials or obstructions prior to GVEC installing service conduit to the dwelling.
- ▶ Any concrete overpour from foundations must be cleared or chipped away to ensure that the conduit can be placed flat on exterior walls. Requires 12 inches of width clearance on anything above 3 feet deep.
- ▶ If gas service is present in your particular subdivision unit, gas service entrance stub out shall be placed on the opposite side of the dwelling from the Electric and communications service entrances.
- ▶ Failure to comply with the above requirements can result in fees and cancellation of request.
- ▶ Photo of installed electrical service on the home must be submitted to [meterrequest@gvec.org](mailto:meterrequest@gvec.org). Please include service address and contact information with submission.
  - We will accept pictures of the slab with the location of the electrical clearly marked, within 5' of the front of the slab. This coincides with our platted utility easement. If service is not where underground secondary is stubbed up, responsibility will lie with the contractor/electrician to move the service to meet our underground.
  - Requests will not be released to construction until a photo is received.

### Permanent Meter

- ▶ After underground service is installed and customer's electrician has terminated the service wire in the meter base, customer can request inspection based on city or county requirements.
- ▶ Once GVEC is notified of inspection (where applicable), GVEC personnel will set the permanent meter within 7-10 business days.
- ▶ If meter can or service is deemed "out of spec" by GVEC personnel, a \$50 trip charge will be applied to account and necessary repairs or changes will need to be made prior to the permanent meter being set.
- ▶ If damage to GVEC facilities occurs during home construction, repairs must be made, and associated payment received prior to GVEC personnel setting permanent meter.

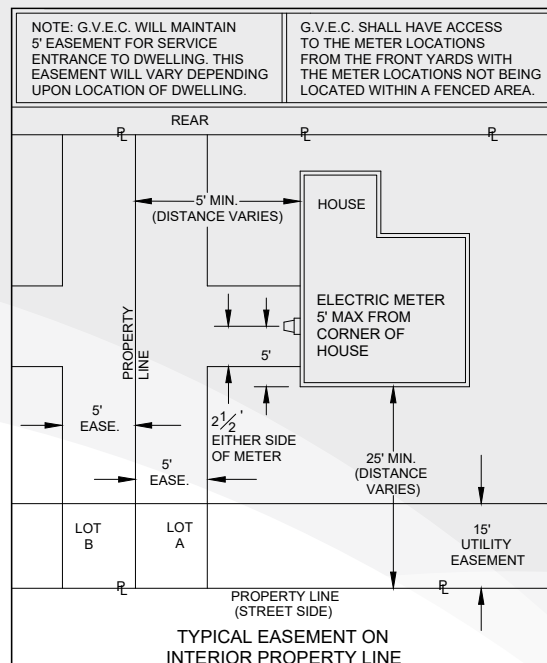
## REQUESTING PERMANENT SERVICE (CONT'D)

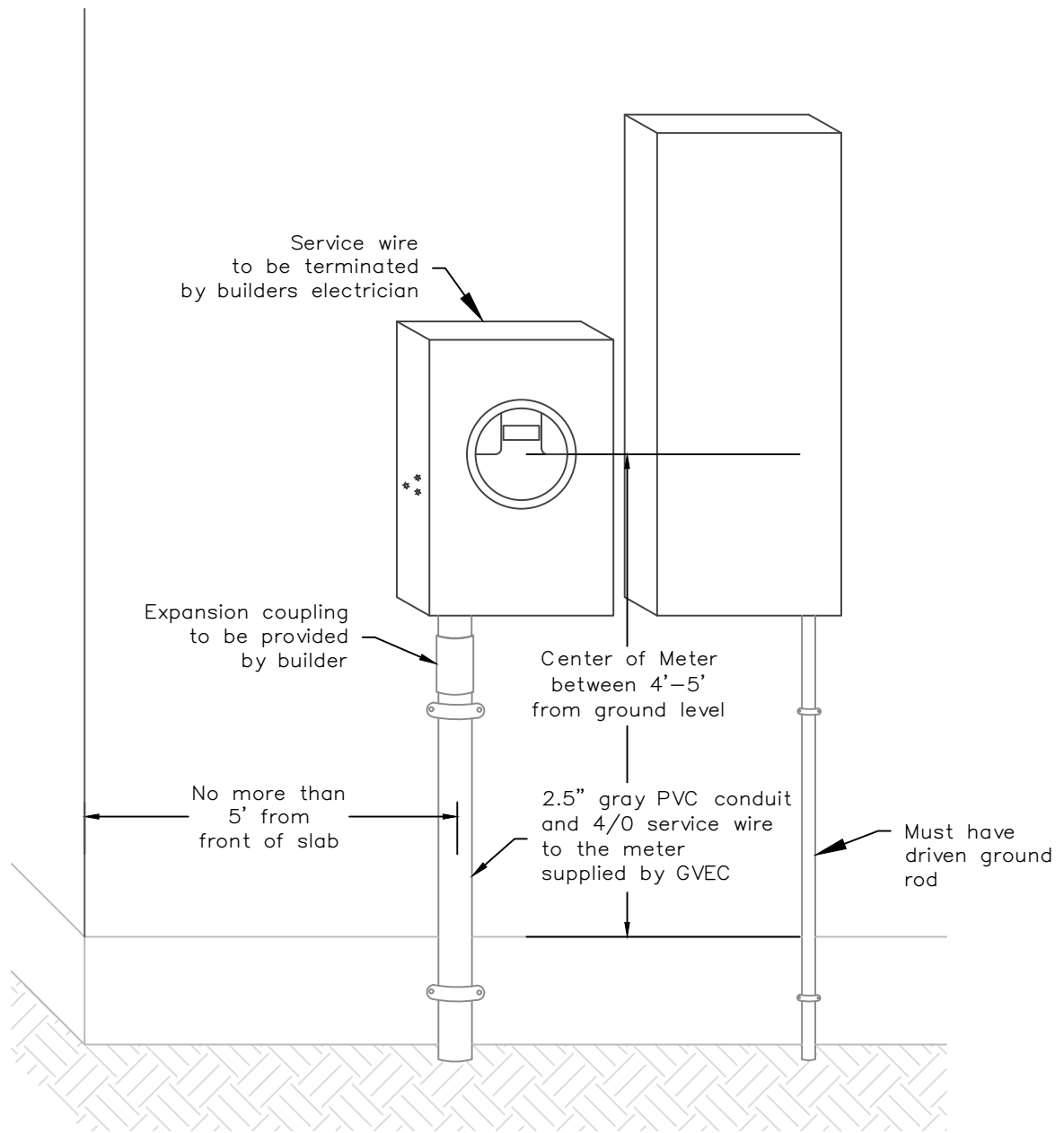
### Inclusions:

- ▶ Material and labor for installation of:
  - Secondary electric conduit and wire to GVEC equipment
  - Service conduit up to 60' (sixty feet) total length to meter location from transformer or secondary pedestal location (if longer distance required, additional fee will apply).
  - A 20' (twenty foot) secondary service conduit stub-out will be installed in the initial installation for future extension to meter location on structure or dwelling.

### Exclusions:

- ▶ Customer meter base and/or installation
  - Meter base and main disconnect switch assembly.
  - Customer is responsible for providing a slip coupling at the bottom of the meter base to prevent separation: conduit size is 2 ½" SCH 40 PVC.
  - Customer's electrician is responsible for terminating the co-op installed service wire on the line side of the meter base.
  - Please consult Electric Line Layout/Service Location Plan for your specific subdivision.





GUADALUPE VALLEY ELECTRIC COOPERATIVE

Typical Secondary  
Meter Installation and  
Requirements



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11-11-2022	SAL		

Meter height shall be 50" above final ground grade. Meter should face street or driveway. Mark with address number if not otherwise posted on property.

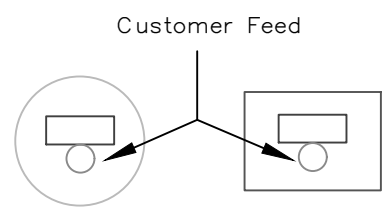
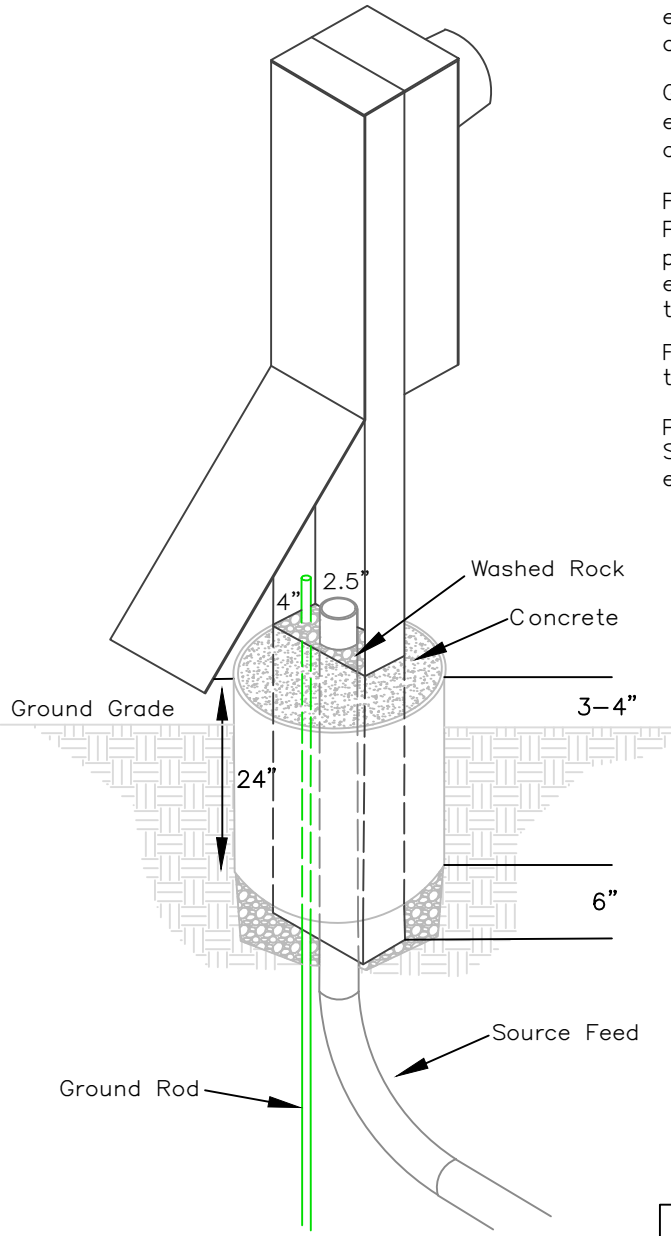
Conduit: to be determined by GVEC and installed customer. The source feed conduit will be inside enclosure 3" above opening. Customer shall connect to GVEC installed conduit stub.

Ground rod: 5/8"x8' copper-clad, installed inside enclosure 4" above opening. Minimum #6 copper, connected to neutral lug or neutral bar.

Forms: Sona Tube or 16"x12" wood form. Protective tar tape, polywrap tape or rubber spray paint from 2" above encased concrete to the enclosure. All forms must be removed after the concrete is poured.


Fill inside cavity of pedestal with washed rock up to to ground grade to restrict conduit movement.

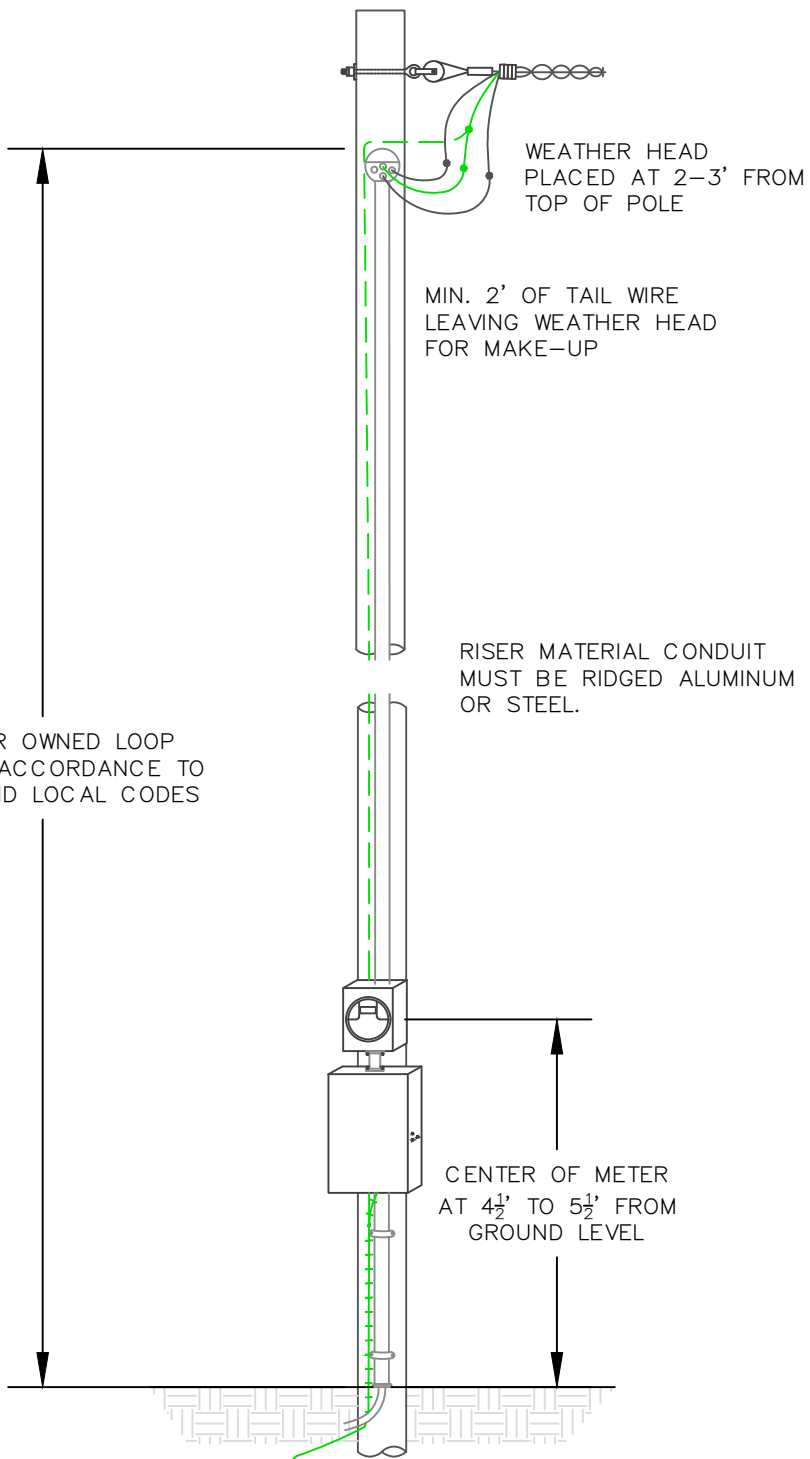
Pullstring: To be installed in conduit by customer. Schedule with GVEC if source feeds from energized equipment.



Sona Tube form 16"x24"  
Wood built form 16"x12"x24"

Pedestal shall be centered inside form.

GUADALUPE VALLEY ELECTRIC COOPERATIVE				
METERING PEDESTAL UNDERGROUND SERVICE				
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9-15-2017	GB			



GUADALUPE VALLEY ELECTRIC COOPERATIVE

SERVICE METER



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M8-10

DATE	REVISED BY	DATE	REVISED BY
06-2014	REVISED	03-27-2023	SAL
05-2015	REVISED		