

Ohio residential natural gas service/meter alteration application



Please complete this form if you need to alter an existing CenterPoint Energy Ohio residential natural gas 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 Energy, 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 plumbing 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)		
<i>If 'No', please have the property owner call to grant authorization.</i>			
Yes No			

SERVICE

1. Location information

Service address*		City*	State*	Zip code*
			OH	
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	Gas grain dryer	Sign	Other _____			
Total current square footage of heated space*				Are you adding heated square footage?*			
				No Yes (Provide amount) _____			
Additional natural gas meters requested*				Preferred request completion date* (see last page)			
<i>If relocation only, choose '0'</i>				_____ / _____ / _____			
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 Sprinklers	Sewer lateral Private electric	Underground fuel tank Customer-owned cable	Well Other _____	Pet fence	Drains/downspouts None		
Potential surface obstructions*				Additional comments			
Concrete Shed	Asphalt Steep hill	Grass Other _____	Ditches/ravines None				

NATURAL GAS SERVICE

About natural gas pressure

CenterPoint Energy Standard Gas Delivery Pressure ("CenterPoint Energy Standard Pressure") is 1/4 psig (Pounds per Square Inch Gauge) or 7" water column. Elevated pressure above CenterPoint Energy Standard Pressure will need to be approved. Most home appliances use CenterPoint Energy Standard Pressure. Please consult your plumber and/or appliance dealer to confirm pressure required to operate appliances.

1. Plumbing/HVAC contractor information

Contact name	Contact phone
	()

2. Existing natural gas service information

Existing gas pressure* (See "About natural gas pressure" at top of page)		
CenterPoint Energy Standard Pressure (1/4 psig, 7" W.C.)	2 psig (Pounds per square inch gauge)	Other _____
Existing CenterPoint Energy natural gas meter location*	Reason for gas relocation and/or resize	
Example: 5 ft. north from southwest corner of the building	Example: Remodeling	

3. Natural gas appliances

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

Gas appliance type*	1	2	3
Gas furnace (If adding gas furnace(s), complete "Gas furnace type" field at bottom of page)			
Gas space heater			
Gas water heater (storage)			
Gas water heater (tankless)			
Gas range			
Gas fireplace			
Other (type):	Quantity:		
Other (type):	Quantity:		
Other (type):	Quantity:		

Gas furnace type (only complete if adding one or more natural gas furnaces)
<p>If adding one or more natural gas furnaces, please specify the quantity of each natural gas furnace type in the spaces provided below.</p> <p> <input type="text"/> Dual fuel furnace <input type="text"/> Gas furnace (electric ignition) <input type="text"/> High efficiency gas furnace <input type="text"/> Standard gas furnace <input type="text"/> Gas furnace (in attic) <input type="text"/> Gas furnace (in crawlspace) <input type="text"/> Gas furnace (on roof) </p>

4. Natural gas service and/or meter alteration

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

a. Relocation of service

<p>1.</p> <p style="text-align: center;">Front of building</p>	<p style="background-color: #cccccc; margin: -5px -5px 5px -5px;">Preferred CenterPoint Energy natural gas 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 natural gas 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 gas meter to nearest corner of building: _____ ft.</p> <p>3. Distance of gas meter to middle of street: _____ ft.</p>
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b. Resizing of service

Requested natural gas pressure* (See "About natural gas pressure" at top of page)		
CenterPoint Energy Standard Pressure	2 psig (Pounds per square inch gauge)	Other _____
Current total Btu load	Added Btu load	

Only complete applicable section(s)

Only complete applicable section(s)

IMPORTANT INFORMATION

Please review the following information before submitting your application:

Formal design requirements

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

- Total connected load over 900 CFH (cubic feet per hour) at standard delivery pressure (1 CFH = 1,000 BTUs)
- Total connected load over 1390 CFH at 2 psig delivery pressure
- Multi metered exceeds 550 CFH
- Easement/permits required
- Any service off a high pressure line (farm taps)
- Natural gas main extension required
- Length of service over 1000 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
- Gas service install-meter location(s) meets code and is marked or stubbed
- 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 plumber has completed work.

The following Ohio counties and cities require an inspection:

- | | | | | |
|----------------------|------------------|-------------------|---------------------|-------------------|
| • Auglaize County | • Darke County | • Greene County | • Montgomery County | • Sidney |
| • Brookville | • Dayton | • Highland County | • Moraine | • Springboro |
| • Centerville | • Eaton | • Kettering | • Oakwood | • Trotwood |
| • Champaign County | • Englewood | • Logan County | • Pickaway County | • Vandalia |
| • Clark County | • Fairborn | • Madison County | • Preble County | • Warren County |
| • Clinton County | • Fayette County | • Miamisburg | • Ross County | • West Carrollton |
| • City of Wilmington | • Germantown | • Miami County | • Shelby County | |

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

Facilities

By submitting this form, you are indicating that you have read and agree to comply with the following statement:

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 private buried facilities including sprinkler systems and septic facilities ("Facilities") at the Service Address provided above.** By submitting this Application, You agree to 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 of your 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. Please note that CenterPoint Energy is responsible for having utility facilities located at your address prior to our installation of gas and electric facilities.

Checking 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.