## **Guide to Get Connected**





Electricians, builders, contractors, developers, homeowners and business owners can now initiate an electronic request at <a href="http://www.bchydro.com/getconnected/">http://www.bchydro.com/getconnected/</a> for a new electrical service connection, upgrade or removal of an existing service. The request should be initiated in the early stages of the construction or project schedule.



## 5 steps to Get Connected

# STEP 1 – Customer and / or electrician initiates request for residential electric service

Customer and / or electrician completes the following pre-application checklist.

	Service Connection	Type (please check one)								ate Service Required				
		☐ Nev	v		Upgrade		Removal		(mi	ninimum 2 weeks lead time)				
	Customer Name							Pł	hone (cell / hom	ie)	•			
									E-	-Mail Address				
Service Address (Defined street address, 911 address or legal description of property)														
	□ Electrical Contractor								Phone (cell / home)					
									□ E-Mail Address					
	New – Service Details				Type (please check one)									
				□ Overhead □ Undergro				ound		<u>120/240</u> Volts				_ Amps
	Pole ID (1234 1234 123 123 or 1234567)									v Profile - ground level nsformer ID (LPT 1234)				
	Building heated by (please check one)						□ Electric		)	Gas	Ot	her		
Complete the section below for an upgrade or removal of an existing service														
	Existing - Service	Туре	ype (please check one)											
					☐ Overhead ☐ Undergr			ound	nd Volts		olts/		_ Amps	
	Meter Number (Sample meter number: 12345B263)												•	

The above information will be required for the completion of the online application in step 2.

## STEP 2 – Customer completes online application

Go to <a href="http://www.bchydro.com/getconnected/">http://www.bchydro.com/getconnected/</a> to access the application. The applicant must be responsible for paying the electric service bills when the service is connected. If required, the customer can call 1-877-520-1355 during normal business hours, 8:00 a.m. to 4:00 p.m. PST, Monday to Friday to complete the application.

## STEP 3 - BC Hydro processes application

BC Hydro will review your application and contact you if any further information or payment is required.

### STEP 4 - Electrician prepares for connection

a. Review BC Hydro requirements

Access overhead or underground requirements and declaration on <a href="http://www.bchydro.com/getconnected/">http://www.bchydro.com/getconnected/</a>.

b. Complete electrical work

The electrical work must be completed to the stage that allows for safe connection.

c. Submit BC Hydro declaration and Electrical Safety authorization

BC Hydro overhead or underground declaration and the Electrical Safety – Contractor Authorization is required **or** ensure notification is sent from the electrical inspector indicating that electrical service is safe for connection.

#### STEP 5 - Get connected

When the required steps are completed, BC Hydro will confirm your scheduled date for a new connection or removal.

#### **BUSINESS CUSTOMERS OR NON-CANADIAN APPLICANTS**

If you are applying as a business customer **or** do not have a valid Canadian mailing address, please call 1-877-520-1355 during our normal business hours, 8:00 a.m. to 4:00 p.m. Pacific Standard Time, Monday to Friday. **June 14**<sup>th</sup>, **2002**