



## Gas Service

### Additional Gas Meter



## Getting started guide for your home

If your home remodel project adds a separate living unit or splits a single family dwelling into a duplex, you may need to install one or more additional gas meters or alter your existing gas service. Let Pacific Gas and Electric Company (PG&E) help you meet technical requirements and coordinate your service change. Once you submit your application to PG&E, we will create a schedule to meet your service connection needs.

### Follow these steps to get started:

- 1 Obtain any necessary permits**

Before contacting PG&E, you must secure the appropriate permits required by your city or county building and planning department. Be sure to have all approved documentation ready to submit to PG&E, this will help save time as you begin your project.
- 2 Apply for additional gas meters**

Apply for additional gas meters using [Your Project](https://yourprojects-pge.com) at <https://yourprojects-pge.com>. You will be assigned a dedicated PG&E customer service representative who becomes the point of contact for you or your contractor. PG&E recommends you contact a contractor to help you plan your service change.
- 3 PG&E will contact you within three days**

A PG&E representative will contact you within three days. You or your contractor will be asked to supply details of the project including scope, timeline, blueprints, and load requirements for the gas appliances you plan to install. Your PG&E representative can answer your questions and inform you of issues you may not have taken into account, such as potential costs or technical standards. If necessary, a field meeting will be scheduled.
- 4 PG&E will prepare project design**

During the project design phase, we identify your costs and prepare construction drawings. At this time, you may be asked to pay a design deposit, which would be credited toward the final amount you pay for the work.

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**5** Approve contract and mail with payment

Along with the project design, you will receive an invoice containing a meter charge and any costs for construction services. To reduce delays in processing, please mail your payment in the pre-addressed envelope provided.

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**6** Schedule construction

Work with your PG&E representative to schedule any construction work to be completed by PG&E.

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**7** Schedule inspection and meter connection

Arrange for the appropriate local government agency to inspect the gas line. Once it has passed inspection contact PG&E to schedule the meter connection.

For more information on how PG&E can help with building and renovation projects for your home visit [www.pge.com/renovation](http://www.pge.com/renovation) or call 1 877 743 7782.