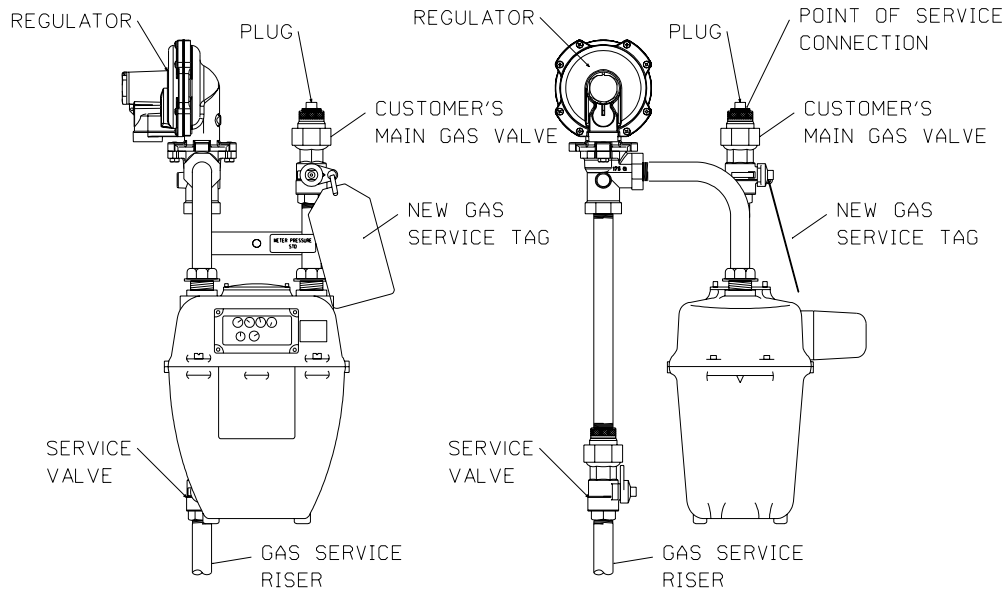


NEW RESIDENTIAL GAS SERVICE AND METER SET PROCESS



GAS SERVICE AND METERING LOCATION REQUIREMENTS

1. BGE will install gas service and a meter assembly at the front of the building or the side wall, up to a maximum of five feet back from the front wall.
2. Meter assemblies will be located outdoors whenever physically possible.
3. Gas service will only be installed when the site is within six inches of final grade and a permanent building wall is constructed at the location of service.

DEVELOPER / BUILDER / CUSTOMER RESPONSIBILITIES

1. Fill out and mail Service Application package including gas load information and required delivery pressure, such as Standard or 2 PSIG.
2. Suitably mark location of gas service and meter assembly location along the front or side walls per BGE specifications and approval (see above).
3. Notify BGE when the site is within six inches of final grade.

LOCAL JURISDICTION RESPONSIBILITIES

1. Inspect and approve customer's gas piping and equipment.
2. Provide BGE with "Certificate of Approval" notification for the customer's fuel line.

If you have any questions,
please call BGE at 410-850-4620
or 1-800-223-1854



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BGE RESPONSIBILITIES

1. Contact the customer within 10 days of receipt of the completed Service Application.
2. Conduct a pre-site inspection, if necessary.
3. Confirm delivery pressure (Standard or 2 PSIG) from the “Certificate of Approval”, if available.
4. Install service and meter bar assembly with a Customer’s Main Gas Valve.
5. Provide gas service to the customer by following either two options:
 - If the meter certificate has NOT been received, BGE will:
 - a. base the delivery pressure (standard or 2 PSIG) on the customer service agreement/contract;
 - b. complete the necessary tests and leak checks on the service;
 - c. leave the service valve in the “off” position (operated by BGE only);
 - d. set the meter bar assembly and install a meter nut plug at the meter inlet connection and perform a leak test;
 - e. leave the Customer’s Main Gas Valve in the “off” position and plug its outlet;
 - f. complete the “New Gas Service” tag which notifies the customer to call the licensed plumber to have the fuel line inspected. Note that the gas meter will not be set.
 - If the meter certificate has been received, BGE will:
 - a. base the delivery pressure (standard or 2 PSIG) per the certification;
 - b. complete the necessary tests and leak checks on the service;
 - c. leave the service valve in the “on” position (operated by BGE only);
 - d. set the meter bar assembly including the meter and leak test;
 - e. leave the Customer’s Main Gas Valve in the “off” position and plug its outlet;
 - f. complete the “New Gas Service” tag which notifies the customer to call the licensed plumber to introduce gas into the fuel line.

LICENSED PLUMBER RESPONSIBILITIES

1. Obtain all permits for customer’s gas piping and equipment.
2. Install, inspect, and test new customer piping and equipment in accordance with the National Fuel Gas Code and/or any requirements of the local jurisdiction having authority.
3. Obtain all “Certificates of Approval” for customer’s gas piping and equipment, then contact BGE to verify receipt of the certificates.
4. Upon the completion of the meter assembly, remove plug at the outlet of the Customer’s Main Gas Valve and connect the customer’s fuel line.
5. Open the Customer’s Main Gas Valve and introduce gas into the fuel line.
6. Test for leakage of the piping, equipment, connections, and valves using gas supplied at its supply pressure per the National Fuel Gas Code and/or any requirements of the local jurisdiction having authority.
7. Place all gas equipment in operation in accordance with manufactures instruction and specifications, and the National Fuel Gas Code and/or any requirements of the local jurisdiction having authority.

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