



MOH (Meter-on-House) Process

At Poudre Valley Rural Electric Association, Inc. (PVREA), we are committed to ensuring that your temporary and permanent service installations are completed efficiently. Below is a step-by-step guide to help you through the process.

Temporary Service Installation

**If you require a Temporary Service Installation, see steps below.*

- 1. Install Temporary Pedestal**

Begin by installing a temporary meter pedestal at an approved location. Refer to the *PVREA Electrical Service Standards* for more information at www.pvrea.coop.

- 2. Schedule Inspection**

Contact the appropriate inspection agency to arrange for an inspection of the temporary pedestal installation.

- 3. Inspection Report Submission**

The inspection agency will send the completed report directly to PVREA. Once received, PVREA will review the details and process any necessary deposits.

- 4. Crew Scheduling**

Upon receipt of the approved inspection report, a PVREA crew will be scheduled to connect the temporary pedestal and install a meter. Typically, temporary service installations are done on either **Tuesdays or Fridays**, depending on when the inspection is received – as a first come, first serve basis and depending on other emergency/outage service needs.



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Permanent Service Installation

**If a Temporary Service Installation is not required, see steps 5 through 13 below.*

1. Install Temporary Pedestal

Begin by installing a temporary meter pedestal at an approved location. Refer to the *PVREA Electrical Service Standards* for more information at www.pvrea.coop.

2. Schedule Inspection

Contact the appropriate inspection agency to arrange for an inspection of the temporary pedestal installation.

3. Inspection Report Submission

The inspection agency will send the completed report directly to PVREA. Once received, PVREA will review the details and process any necessary deposits.

4. Crew Scheduling

Upon receipt of the approved inspection report, a PVREA crew will be scheduled to connect the temporary pedestal and install a meter. Typically, temporary service installations are done on either **Tuesdays or Fridays**, depending on when the inspection is received – as a first come, first serve basis and depending on other emergency/outage service needs.

5. Purchase an Approved Permanent Meter Base

Obtain a PVREA-approved permanent meter base from a local electrical supply store.

6. Install Permanent Meter Base

Once purchased, install the permanent meter base. The meter base must be installed in an approved location and to PVREA specifications. Refer to the *PVREA Electrical Service Standards* for more information at www.pvrea.coop.

7. Pay the MOH Fee

The MOH fee must be paid before the permanent service installation can proceed. Payments can be made by:

- **In-person** at our office
- **Mailing** the payment to our office address

Ensure the address for which you are paying is listed on the payment.



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8. **Clear Dig Area and ensure trench line is to final grade**

Ensure the designated trenching area is all clear for the service trench installation.

9. **Request Trench Installation**

Contact **PVREA** and/or **Get Connected** to request the service trench once the permanent meter base is installed and the MOH fee is paid.

10. **Notification of Trench Completion**

Get Connected will notify PVREA when the trenching is complete.

11. **Schedule Permanent Inspection**

Contact the inspection agency to request permanent service inspection. This can be done separately from and prior to the trenching request.

12. **Receive Inspection Release**

Once the inspection agency has completed the inspection and released the report, PVREA will review it.

13. **Schedule Permanent Installation**

Following the approved inspection and trench completion, a PVREA crew will be scheduled to complete the permanent service installation. Typically, permanent service installations are done on either **Tuesdays or Fridays**, depending on when the inspection is received – as a first come, first serve basis and depending on other emergency/outage service needs.

Contact Us

If you have any questions, concerns, or would like to request trench installation, please don't hesitate to reach out to the PVREA Engineering Department.

- **PVREA Engineering Phone Number:** (970) 377-6650
 - **Email:** fieldengprojects@pvrea.coop
- **PVREA Office Hours:** Monday to Friday, 7:30 AM – 4:30 PM (MST), (Excluding Holidays)

• **Get Connected**

- **Phone:** (970) 218-2711
- **Email:** boznaros@hotmail.com