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**ELECTRIC  
DISTRICT HEAT  
WATER  
WASTEWATER  
SOLID WASTE**

## **ELECTRIC SERVICE – RESIDENTIAL**

Residential Service Classification – Individual loads  $\leq$  5 KVA, Single Phase, 120/240 Volts, 3-Wire,  $\leq$  200 Amps

### ***Steps for New Electric Service or Upgrade to Existing Residential Electric Service***

1. **Fill out an application** for Residential Service - New/Upgrade Electric Service.  
If you will be *heating with electricity*, determine the total square footage of the area to be heated, and fill out a 'Certificate of Compliance to Minimum Insulation Standards' form. This pertains to both new services and conversion of existing service to electric heat.
2. **Service Spot** - Once we receive the completed application, a Jamestown Board of Public Utilities' Staff Member will spot the area and determine where the service will be connected to your home.
3. **Meter Socket & Hub** - Once the spot is complete, a meter socket and hub can be picked up from our Customer Service office.
4. **Electrical Inspection** - Once the wiring is complete, an inspection must be performed by an electrical inspector certified by the local municipality\*. You must make arrangements for the electrical inspection to be performed.
5. **Certificate of Electrical Inspection** - A Certificate of Electrical Inspection will be sent directly to us by the approved electrical inspector after the inspection is complete and has passed.\*
6. **Energize New Service** – Upon receipt of the approved electrical inspection, we will schedule a service truck to energize the new service. Residential connections will be completed within 5 business days.

**Temporary Services** – If you are interested in a temporary service hookup, please fill out an application for New Electric Service or Upgrade to Existing Electric Service and check the Temporary Service box. A **minimum \$150.00 fee** is required *prior* to service being energized. Additional charges may apply.

**Access to Meters and Meter Maintenance** – Customer is responsible for providing clear access to metering equipment, upkeep of meter socket/metering cabinet (excluding utility revenue metering equipment), and protection from damage of all metering equipment.

**\*A list of Approved Inspectors can be obtained by contacting the Local Municipality:**

**City of Jamestown<sup>1</sup>:** Kevin Cole, Southern Tier Electrical Inspectors, PH: (716)761-6518

Cort Wilkins, New York Board of Fire Underwriters, PH: (716)257-5396, [Cwilkins@nybfu.org](mailto:Cwilkins@nybfu.org)

**Town of Ellicott:** Randy J. Woodbury, Code Enforcement Officer, PH: (716)665-5317 ext. 209, [BuildingEllicott@yahoo.com](mailto:BuildingEllicott@yahoo.com)

**Village of Falconer:** Frank Fonti, Code Enforcement Officer, PH: (716)665-4400, [CodeEnforcementOfficer@madbbs.com](mailto:CodeEnforcementOfficer@madbbs.com)

**Village of Celoron:** Richard Slagle, Code Enforcement Officer, PH: (716)487-4175

<sup>1</sup>A Licensed Electrician is required for all electrical work within the City of Jamestown, with the exception of owner-occupied 1 or 2 family dwellings.

***Please review Jamestown Board of Public Utilities "Wiring Rules & Requirements" for additional information***

***All temporary service connections must be reported to the Utility by calling (716) 661-1642 and will be required to have the inspection process completed within 3 working days. Any unreported or expired connection will be considered theft of service, disconnected immediately, subject to a reconnection fee, and reported to the governing municipality.***