



1 REQUEST

Customer

- Complete and submit a [request for service form](#) and related documents
- Notify all other utilities regarding your project
- Notify PGE of any related work, road improvements, and street lighting

 *Your Project Manager will contact you within **5 days** of submitting your completed RFS form.*

2 DESIGN

 *Allow for **60 or more days** for PGE to complete your design, depending on the complexity of your project.*

PGE

- Assign a Project Manager to work with you
- Design your project
- Send preliminary design (if applicable)
- Send you the final design and a Line Extension Cost Agreement

Customer

- Provide additional information as requested
- Review design for conflicts prior to PGE finalizing (if applicable)
- Return the signed Line Extension Cost Agreement and any payments to PGE

 *With your design complete, PGE's next steps are based on the pace of your trench construction.*

3 PERMITTING

PGE

- Acquire applicable permits as required by the local municipality

Customer

- Talk with PGE and your local municipality about required permits
- Acquire applicable permits as required by the local municipality


4 TRENCH CONSTRUCTION + INSPECTION

Customer

- Schedule a pre-construction meeting with your PGE Project Manager, FCC and your excavation contractor
- Perform trench and conduit work
- Contact PGE to inspect all trenches before you backfill

PGE

- Inspect trench and conduit; notify you of needed corrections, if applicable
- Approve for backfill

 *Assuming all permits are in place and you have submitted your signed LECA and payment, PGE will begin construction **2-4 weeks** after you pass final inspection. Timing will vary by jurisdiction.*

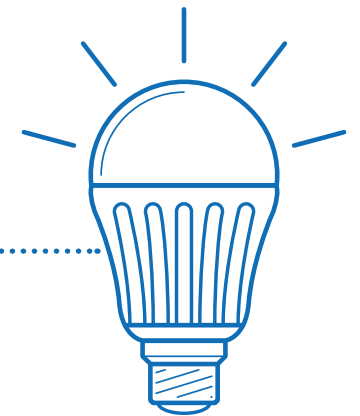
5 COMPLETION

Customer

- Call Service Coordination at 503-323-6700 or 800-542-8818 to request temporary service

PGE

- Install PGE facilities
- Connect temporary service



Important reminder regarding temporary vs. permanent service:

This visual illustrates the process for initiating your design request through installation of PGE facilities and **temporary service** at your project site. If you need to request **permanent service** for any lots within your subdivision, please call PGE Service Coordination at 503-323-6700 or 800-542-8818. Permanent service cannot be established until after PGE facilities are installed.