Converting residential overhead electric service to underground (up to 400 amps)

Minimum clearances for outside gas and electric meter installations

Clearance requirements from gas meter

Locate and mark all private underground obstacles such as sprinkler systems, invisible fencing, drain tiles or old septic or oil tanks. Also expose (as shown in the photo above) any other buried lines that do not belong to a utility, such as private electrical line from your house to a garage or lamp in your yard. Xcel Energy will not be financially responsible for damage to any unexposed facilities.

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Process

Please fill in these forms and complete this checklist to begin your application process:

1. Overhead to Underground Conversion Bid Sheet
   Complete the portion of the undersigned sheet marked “To be completed by customer” to indicate the extent of your service installation.

2. Preliminary Site Sketch
   This form helps us understand your home and assists us in our planning.

3. Send the following to us:
   - Call us
   - Or send us:
     - At
     - Or
     - Current electrical service to be converted to underground service.

4. Send the following:
   - Call us
   - Or send us:
     - Overhead to Underground Conversion Bill Sheet

5. Contract
   - After Xcel Energy receives the Site Sketch Form and Bill Sheet, the request will be processed. We will notify you of a contract, including the amount of your customer contribution.
   - Mail the signed contract and check for amount of customer contribution to Xcel Energy.

6. Easement
   Complete the portion of the enclosed bid sheet marked “To be completed by customer” to calculate the estimated cost of providing the service. Xcel Energy will not be financially responsible for damage to any unexposed facilities.

7. Permit
   Xcel Energy has completed a site precheck.
   - After Xcel Energy approves your site, call the Builders Call Line at 1-800-628-2121.
   - Please inform us at this time if your phone and cable TV utilities are required.

8. Electrician
   - An Xcel Energy-approved meter socket has been installed. (See checklist number 8.)
   - We have received a signed Overhead to Underground Service Scheduling.

9. Electrician
   - Xcel Energy has completed a site precheck.
   - Clear an eight-foot-wide path from the utility pole to the meter.
   - Your pole to your meter. If you want other utilities buried at the same time, it is your responsibility to have your phone and cable TV wires pre-positioned.

10. Electrical Work
    - An Xcel Energy-approved meter socket has been installed. (See checklist number 7.)
    - An underground obstacle such as sprinkler systems, invisible fencing, drain tiles or old septic or oil tanks. Also expose underground obstacles that would prevent us from digging a trench in your yard.

11. Site Verification
    - Xcel Energy will contact you to schedule when:
      - We have received a signed Overhead to Underground Service Scheduling.
      - Please inform us at this time if your phone and cable TV utilities will be involved in the installation (see checklist number 7).
      - Xcel Energy has completed a site precheck.

12. Overhead to Underground Service Scheduling
    - Please do not remit payment at this time.

13. Deposit
    - From November 15 through April 30, a $1,500 Winter Construction deposit is required.

14. Payment
    - If actual footage exceeds our estimate, you’ll be charged for the actual footage when the job is complete.

**Overhead to Underground Conversion Bid Sheet**

<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity</th>
<th>Unit Cost</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pole Removal (if applicable)</td>
<td>_________ ea</td>
<td>$200.00</td>
<td>$_____<strong><strong>.</strong></strong>_</td>
</tr>
<tr>
<td>Base Charge</td>
<td>$340.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Obstructions along route</td>
<td>_________ ft</td>
<td>$6.50 ft</td>
<td>$_____<strong><strong>.</strong></strong>_</td>
</tr>
<tr>
<td>Circuit Footage (path must be at least 8’ wide with no obstructions)</td>
<td>65 ft</td>
<td>$6.50 ft</td>
<td>$422.50</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td>$_____<strong><strong>.</strong></strong>_</td>
</tr>
</tbody>
</table>

**Note:** All prices are subject to change annually. Call the Builders Call Line at 800.628.2121 to confirm.

Please provide a visual example of the note below:

"Note: Photo outdated. Lever operated bypass required. Line conductors must enter through bottom left knockout."