Instructions for Submitting Request for Review & Approval of Metering Equipment

Meter Pak Equipment
Modular Meter Equipment

Per Austin Energy (AE) Design Criteria (Section 1.5.1 Network Service, Section 1.5.2 Commercial Service in Non-Network Areas, Section 1.5.3 Residential Service in Non-Network Areas and Section 1.9.0 Metering)

Prior to purchasing and installing any equipment, the Customer shall contact Austin Energy’s Electric Meter Operations Section (System Control Center, 512-505-7045) for approval of the following equipment:

1. Customer shall furnish, install, own, and maintain: Gauged-meter socket assemblies (modular metering)

To request approval of modular metering equipment, please complete the requested information on the attached Request for Review and Approval of Modular Metering Equipment form. Also, provide the manufacturer’s documentation regarding equipment specifications. Submit the completed form and documentation to AE’s Advanced Metering Systems & Engineering section via:

E-mail: AEAAdvancedMeteringEngineering@austinenergy.com

For questions, call
Austin Energy
Advanced Metering
Systems & Engineering
System Control Center
512-505-7045 opt#3
Request for Review & Approval of Metering Equipment
Meter Pak Equipment
Modular Meter Equipment

Customer Information:

Name: ________________________________
Address: ________________________________
Email Address: ________________________________
Legal Description: ________________________________
Project Name: ________________________________
Project Address: ________________________________

Service Type: ☐ Commercial ☐ Residential (only) ☐ Commercial (with Residential)

Metering:

Service Main Size (Amps): ________________________________
Note: Main disconnect shall be sized per manufacturer handle rating
Number of Meter(s): ________________________________ ☐ Overhead ☐ Underground

Service Voltage: (IN) ☐ Single-Phase ☐ Three-Phase

Unit Voltage: (OUT) ☐ 120/240 ☐ 120/208 Single-Phase ☐ 120/208 Three-Phase ☐ 277/480

Manufacturer Name: ________________________________
Main Device Catalog Number: ________________________________
Meter Stack Catalog Number: ________________________________
(How many stacks per part# ie, (2) EXMR314… (3) MML…)_________

Customer Representative Information:

Modular Metering Form Completed by: ________________________________
Print Name: ________________________________ Phone Number: ________________________________
Signature: ________________________________ Date: ________________________________
Electric Permit Number: ________________________________

*Please provide single point of contact
Information sent to AE AMSE? □ Yes □ No
Submit - Detailed and highlighted cut sheets □ Yes □ No
Submit - ESPA(s) Approved by AE Distribution Design (Approval Stamp) □ Yes □ No
Submit – Riser Diagrams or One Lines approved by AE Distribution Design and stamp by P.E. □ Yes □ No
Submit- Approved Site Plan approved by AE Distribution Design □ Yes □ No
Submit-Completed Modular Metering Form □ Yes □ No

Metering Equipment Review and Approval: (For Austin Energy Use Only)

Equipment meets Austin Energy equipment specifications for modular metering equipment.
□ Yes □ No

Comments:

Modular Metering Approved for Purchase:
AE Representative: ____________________________
Phone Number: _____________ Date: _____________

Approval Verification Stamp By AMSE:

Modular Metering Equipment Inspection: □ Pass Fail □ Date: ____________
AE Representative: ____________________________
Comments: