



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: AEAdvancedMeteringEngineering@austinenergy.com

For questions, call Austin Energy
Advanced Metering Systems & Engineering System Control Center
512-505-7045 opt#3

Austin Energy Privacy Policy
<https://austinenergy.com/about/company-profile/privacy-policy>



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: _____ Bldg _____ MC _____

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 Disconnect Catalog Number: _____

Surge Protection Device (SPD) 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: