

## Meter Upgrade Process:

- ▶ **Complete the Meter Upgrade Request Form in its entirety. Failure to complete the entire form will result in the delay of the application being processed** *(see page 2)*.
- ▶ **Once completed, email the application to [ngridmeterupgrades@nationalgrid.com](mailto:ngridmeterupgrades@nationalgrid.com).**
- ▶ **An automatic reply will be sent to the email address from which we received the application, indicating no further action is needed.**
- ▶ **Within 48-72 hours a Customer Gas Connections representative will call to confirm whether all the necessary requirements have been met:**

**If the requirements have been met, the representative will:**

Schedule the meter upgrade appointment\*

**If the requirements have not been met, the representative will:**

Advise of any charges and will confirm if the customer would like to move forward:

- If yes, the customer will be sent an invoice
- Once payment is received and clears\*\* a meter upgrade appointment will be scheduled

**Beginning on 12/11/2018, the current meter upgrade phone number [631-681-2854](tel:631-681-2854) will no longer be in service. For any technical questions please call [631-348-6063](tel:631-348-6063).**

\*Processing time can vary depending on meter size and scheduling availability. Someone 18 years or older must be present for the meter set appointment.

\*\*Please allow 7-10 business days for a payment to clear in our system.

# LI Residential Meter Upgrade Request Form

**nationalgrid**

The following information is necessary before National Grid can initiate a meter upgrade or new service if additional equipment is being installed at your home. National Grid performs an analysis to determine if the existing service to your home is adequate in size to provide the pressure necessary for the additional equipment to operate properly.

New gas equipment may require a larger meter or larger diameter service to be installed which requires City/Town or State permits (lead time can vary depending on scope of work).

All new services require customer payment and will be invoiced prior to service installation.

A National Grid analyst will contact the homeowner/contractor once analysis is complete and advise of next steps.

**PLEASE NOTE:** Gas equipment may not operate properly if meter and/or service is not properly sized. Increased gas load on LP systems may not meet the demand of the new gas appliances.

**Licensed Contractor should fill in gas appliance load information (BTU's) for both existing and added appliances.**

## CUSTOMER INFORMATION

Name: \_\_\_\_\_ **Customer ID:** \_\_\_\_\_

Service Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Type of Road:**  Public  Private

## GAS EQUIPMENT

(Please indicate below if equipment is existing = E or New = N)

Appliance	E/N	BTU's	Appliance	E/N	BTU's
Heat	_____	_____	Water Heating	_____	_____
Cooking	_____	_____	Drying	_____	_____
Fireplace	_____	_____	Generator	_____	_____
Grill	_____	_____	Light	_____	_____
Pool Heater	_____	_____	Garage Heater	_____	_____
<b>Requested Meter Size:</b>			<b>Total Load:</b>	_____	

250  400  630  800  1M  1.5M  3M

## PLUMBER/BUILDER INFORMATION

Company Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Customer Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Plumber/Contractor Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Thank you for your request. Please email completed form to: [ngridmeterupgrades@nationalgrid.com](mailto:ngridmeterupgrades@nationalgrid.com)  
Allow 3-5 business days for processing. A National Grid representative will contact you with next steps on the installation of your new equipment.