

Builder Process: Expand or Upgrade Existing Service



IMPORTANT NOTE FOR EXPANSIONS AND UPGRADES

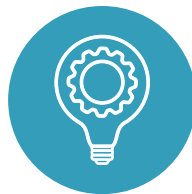
If it is determined that power must be disconnected for expansion, upgrades, or repair work, an inspection may be required prior to reconnection.

Cobb EMC may require a county or city electrical inspection prior to reconnection. Depending on the speed of your project and the availability of the local inspectors, there may be a delay from when you are ready to be reconnected to when we can actually reconnect your power. For this reason, this process is only to be completed by the Cobb EMC members themselves, so they can understand and consent to this policy.



PROJECT INITIATION

1. **Member** contacts Cobb EMC at the beginning of the project. Based on the needs of your project, we will determine if your power can be scheduled for disconnect, or if you first need to work with a Cobb EMC engineer to redesign your electric service. This process must be done by the member, not the contractor.



FOR PROJECTS WITH ELECTRICAL REDESIGN REQUIRED

2. **Cobb EMC** conducts site visit, if needed. If it is determined that electrical rework is needed, the first step is often a site visit. We will either visit the site directly, or coordinate together if you need to be present for this walk through.
3. **Member** provides building plans.
4. **Cobb EMC** designs the project.
5. **Member** reviews design. The engineer will also provide a cost estimate at this time.
6. **Member** pays build invoice. This invoice must be paid before build out can begin.
7. **Member** signs all agreements required. All required agreements must be signed before build out can begin.
8. **Member** requests all applicable inspections. Please note that the county may have lead time before getting to your project, so we recommend applying for this as soon as possible.
9. **Cobb EMC** completes the work. Please note that the schedule is subject to change based on weather and potential emergency situations.

