

Your Step-by-Step Project Guide

Planning a renovation, service upgrade, or demolition? Whether you are a property owner or a contractor, this guide walks you through each step of the process.



1

Plan and Confirm Requirements

Before a contractor submits a work request, it's important for contractors and property owners to confirm their project scope and service needs. This ensures the project starts with a clear and accurate goal.



2

Submit the Request and Register

Once your plan is ready, you can register online for an account in the Project Center. Once registered, you or your contractor can submit a request that lets us know you are ready to start your project.

You can also use Project Center to track the progress of your project from start to finish.



3

Receiving Your Project Details

After we receive a work request through the online Project Center we will review it and reach out if we need further details or clarifications.



4

Receive Project Layout Cost Estimate

Once we have completely reviewed the work request, we will send a document called a "service layout" to both the property owner and the project contractor. This agreement clearly outlines everyone's responsibilities and lists the technical specifications required for the job.



5

Contractor Completes Site Electrical/Gas Infrastructure

The contractor is responsible for preparing the job site according to the service layout agreement. Once ready, the contractor should notify us by submitting a readiness checklist.



6

Request Inspection & Submit Completion Documentation

A Con Edison representative will visit the site to perform a final check, confirming that all preparations have been completed correctly and it is safe to begin construction.



7

Inspections and Approvals

Once a site passes this inspection, we will schedule Con Edison construction and/or meter teams to start their work.



8

Utility Connection and Meter Installation

To complete the project, a Con Edison representative will conduct one last inspection. They will then schedule the final connections, install the new meter, and officially turn on the upgraded service.

Helpful Resources

Manage your projects and explore Clean Energy programs at the following:



Scan here to access
[the Project Center](#)



Explore more
[Clean Energy Programs](#)