CONSTRUCTION STEP
All employees assigned to your project are trained professionals. A UE Construction Supervisor will be dedicated to your project to ensure the construction is completed in accordance with construction documents. If changes are required during construction, then the PPC will discuss those changes with you.

ONE IMPORTANT SUGGESTION
The key to completing your project smoothly is informing your PPC as soon as possible about any changes in the:

- general site
- grading
- metering
- load
- voltage (electric)
- delivery pressure requirements (gas)

Changes in these areas may alter your final design and/or charges associated with requested services. In addition, these changes could delay the project completion time you requested.

For more information on UE’s construction process, please visit our Web site at www.ameren.com/ueconstruction.

For more information, contact the Construction Hotline at 1-866-992-6619.

To submit your application, E-mail to constructionhotline@ameren.com or fax to 1-888-738-0620

Please contact your PPC with any questions or concerns during any stage of the construction process. UE is committed to responding to your needs. We look forward to serving you.
The information in this brochure is applicable to the following types of work for electric, lighting and gas services:

• New Construction
• Relocation of Facilities
• Upgrade of Facilities
• Removal of Facilities

COMPLETING YOUR CONSTRUCTION PROCESS SMOOTHLY

The following information is a general overview of each step in the construction process. Understanding this will help AmerenUE meet your service needs and allow the process to proceed smoothly.

The four steps in the construction process are:

• Request
• Design
• Site Ready
• Construction

REQUEST STEP

The Construction Process begins when you complete the necessary Service Applications.

A Service Application should be completed as soon as project details are known. This will enable UE to best meet your requested service date.

You will need to complete a Main Request Application for each service location. You must also complete the appropriate service application(s) for each service you request under the Main Request Application.

DESIGN STEP

At this step, a UE representative will be assigned to help you manage your request through the rest of the construction process. That representative is known as your primary point of contact (PPC).

In the design step your PPC will:

• Review the scope of your request
• Collect any missing or additional documentation
• Evaluate whether the existing facilities are adequate to provide the requested service
• Determine any on- and off-site requirements that are required
• Visit site location if required.

After completion of the design, the PPC will provide construction documents for installation of UE facilities.

NOTE: It is very important that you review the construction documents because these documents will detail the requirements that you or UE will be required to complete.

Those requirements may also contain:

• any applicable charges and information on when and how remittance is to be made.
• easements and contract documents that must be executed and returned prior to the necessary work being completed.

SITE READY STEP

During the design step of the project, your PPC will communicate requirements that are your responsibility and those that are UE’s. These requirements may include surveying, permitting, grading, tree trimming, conduit installation, etc...

To help ensure that your project runs smoothly, it is important that you communicate with the PPC about your completion date for requirements that are your responsibility.

Before installing customer facilities, please review the service requirements that can be found in the company's Electric Service Manual or the Gas Service Specifications Brochure. This information can be found at www.ameren.com/ueconstruction or by contacting your PPC.

Please check with your local municipal or county inspection authority to determine:

• if inspections are required
• whether the inspection authority automatically notifies UE of inspection approval or whether it is your responsibility to notify UE

UE may not be able to energize a meter without proper notifications or inspection stickers.

Depending upon the inspection authority, it could take up to two business days for UE to receive notification.

Obtaining Applications
Download the applications at www.ameren.com/ueconstruction or call the Construction Hotline at 1-866-992-6619 and a Hotline Representative will complete the appropriate Service Application for you.

Submitting Applications
E-mail: constructionhotline@ameren.com
Fax: 1-888-738-0620