



NOTIFY
**ENBRIDGE GAS
DISTRIBUTION**

**“IMMEDIATELY”
UPON TURNING ON
THIS GAS METER
FAX YOUR notification
To the Builder Admin Group at
Fax: 1-800-494-6411**

**FAILURE TO COMPLY WILL RESULT IN
SERVICE CHARGES & TSSA NOTIFICATION**

If you have any inquiries, please contact
The Builder Admin Group @ **1-866-787-8566**

www.buildwithgas.com

Enbridge Gas Distribution is committed to providing you with an efficient, convenient natural gas supply to facilitate your building process. We as the utility are regulated by the Technical Standards Safety Act (TSSA) and as such must comply with orders received from the TSSA.

Technical Standards & Safety Authority (TSSA) and Ontario Regulations require anyone installing, activating or operating a natural gas fired construction heater must complete a “Record of Training” (ROT) certification, or possess a G2 license or greater. Please note that ROT certification must be renewed every three years.

The practice of allowing you to unlock your meters for construction heat is of great benefit to both you as the contractor and Enbridge Gas Distribution. In order to continue with this privilege, the following requirements as set out by the TSSA must be followed:

1. Using Temporary Natural Gas Residential Construction Heaters

1. Anyone installing, activating or operating a natural gas-fired construction heater must complete a “Record of Training” (ROT) certification or be a licensed G2 fitter or higher.
2. The ROT certification must be on hand and presented when rental companies deliver the construction heaters to the site.
3. You must notify Enbridge Gas Distribution by faxing a completed “Affidavit of Validation” Construction Heat Fax form within 24hrs of the meter turn on to **1-800-494-6411**.

2. Using a Furnace to Heat a Residence Under Construction

1. The installer must be a licensed G2 fitter or higher to install the equipment, unlock the gas meter and activate the furnace.
2. You must notify Enbridge Gas Distribution when the furnace is turned on for heating a home under construction within 24hrs of the meter turn on. Fax the “Affidavit of Validation” form with all information completed to **1-800-494-6411**.

To ensure that you follow the requirements set out by the TSSA, Enbridge has provided you with a binder that contains important Builder Technical Bulletins with all the procedures and policies that has been indicated above. As well, we have included samples on how to correctly fill out the fax form, that is required to be faxed to our Builder Admin Group upon turning on the Natural Gas Meter, and have provided you with a fax form pad for you to fill out the information required upon turning on the Natural Gas Meter.

If the above guidelines are not followed the utility (Enbridge) is required to notify TSSA and TSSA could potentially revoke your privilege to perform these meter unlocks.

For more information or updates, please visit www.buildwithgas.com or call Builder Administration Group at **1-866-787-8566**



Builder's Technical Bulletin

Enbridge Gas Distribution Home Builder Guidelines for
Activating a Residential Meter



Enbridge Gas Distribution Home Builder Guidelines for Activating a Residential Meter

You need to contact an Enbridge Gas Distribution Customer Representative at least 4 weeks prior to the date you want your gas service meter installed. A general guideline is to make the call when you start digging your foundation.

You must indicate that your order is for CONSTRUCTION HEAT.

Please note that the above timeline assumes the gas main has already been installed on the street; and is subject to Enbridge Gas Distribution's ability to obtain locates from other utilities. If the gas main has not yet been installed, please allow 6 to 8 weeks.

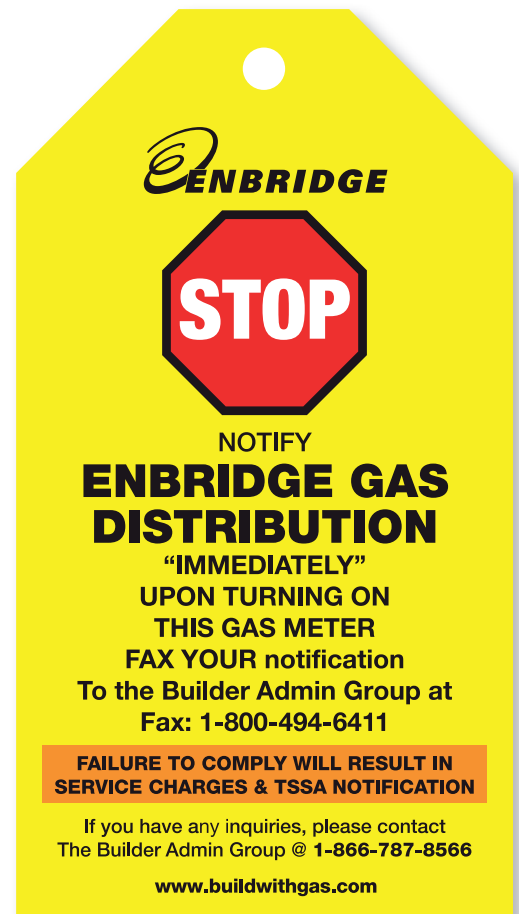
Using a Temporary Natural Gas Construction Heater:

1. Provided they have taken and possess a certification of "Record of Training" ("ROT") or possess a G-2 license or greater. ***Please note the Technical Standards and Safety Authority (TSSA) requires individuals to renew their ROT certification every three years.
2. The ROT Certification must be on hand and presented when rental companies deliver the construction heaters to the site.
3. **Once the meter is activated for Construction Heat they must notify Enbridge Gas Distribution by faxing a completed "Affidavit of Validation" Construction Heat Fax Form within 24hrs of the meter turn on to 1-800-494-6411. Failure to comply will result in service charges and TSSA Notification.**

Using a Furnace for Construction Heat:

1. Provided the installer must have a licensed G2 fitter or higher to install the equipment, unlock the gas meter and activate the furnace.
2. **Once the furnace is turned on for construction heat they must notify Enbridge Gas Distribution by faxing a completed "Affidavit of Validation" Construction Heat Fax Form within 24hrs of the meter turn on to 1-800-494-6411. Failure to comply will result in service charges and TSSA Notification.**

For more information or updates, please visit www.buildwithgas.com or call Builder Administration Group at 1-866-787-8566





Builder's Technical Bulletin

Home Builder Guidelines for Residential Final Inspection
Prior to Homeowner Occupancy



Home Builder Guidelines for Residential Final Inspection Prior to Homeowner Occupancy

As you are aware, Enbridge Gas Distribution discontinued providing appliance preinspections for low-rise residential construction (effective 2002).

However, Enbridge Gas Distribution must still conduct a final inspection of all gas appliances before homeowner occupancy.

Please note that if Natural Gas appliances installations do not pass inspection, it can upset construction schedules, delay closings and increase construction costs.

Enbridge Gas Distribution provides one inspection per premise free of charge.

Additional visits required to inspect appliances that were not ready or rejected at the time of the first inspection will be chargeable.

It is the installer's responsibility to ensure that the installation meets all code requirements and those of the manufacturer's certified instructions, including concealed piping or venting.

The final inspection must take place prior to homeowner occupancy.

Before contacting Enbridge Gas Distribution to schedule the final inspection, the site must be fully accessible to the inspector. All appliances must be supplied and installed.

It is the responsibility of the builder to contact Enbridge Gas Distribution for inspection before the appliances are turned on.

If the inspection has not taken place at the time the account is transferred from the builder to the homeowner, the gas supply may be terminated until the inspection can be completed.

Before you call for the inspection, did you check that?

- ☒ Pressure test tag is complete and present.
- ☒ All gas piping is supported.
- ☒ All venting supported, (i.e. screwed, glued and sealed).
- ☒ Outdoor piping is painted, wrapped and sealed.
- ☒ Condensate lines are piped to drains.
- ☒ T&P valves are piped to drain or not more than 12" from the floor.
- ☒ Vent terminal clearance is 12" above grade with 3ft. clearance from the gas meter regulator.
- ☒ All clearances to combustible material are correct. (C vent-6', B vent-1").
- ☒ Copper gas tubing and remote valves are identified.
- ☒ Outside valves are approved.
- ☒ Chimney size and type of liner are correct for application.
- ☒ All manufacturers' instruction manuals are with the equipment.

For further detailed information, refer to other Enbridge Builder Technical Bulletins. Find them in the Enbridge Gas Distribution Builder Binder, Enbridge Gas Distribution Contractor Folder and our website at www.buildwithgas.com.

When you are ready for the inspection, fax the information to us at **1-800-494-6411** using the **"Request for Final Inspection Prior to Homeowner Occupancy"** fax transmission. For more information, please call us at **1-866-787-8566**.

We require a minimum of 48 hours notice.

You can also use our website to request the inspection at www.buildwithgas.com. Click on "Meter unlock and Appliance Inspection" and fill out the "Request for Final Inspection Prior to Homeowner Occupancy form."

For more information or updates, please visit
www.buildwithgas.com or call Builder Administration
Group at **1-866-787-8566**



“Affidavit of Validation” and Notification of Meter “Turn-on” for the furnace to Heat a Residence(s) under construction or Temporary Residential Construction Heaters

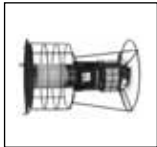
One way to ensure a smoother billing process is to notify Enbridge Gas Distribution when your site staff turn on meters for the furnace to heat a residence(s) under construction or for temporary, residential construction heat.

- 1. Written notice of the locations where you have initiated the use of natural gas **must be submitted to Enbridge Gas Distribution within 24 hours of meter “Turn-on”**. We require the lot number, municipal address, meter number and meter reading to be recorded on the Construction Heat Fax Transmission form provided. Select box #1 or select box #2. (Please see an example on the reverse side or online at the website address shown below.)*
- 2. Fax in the Construction Heat Fax Transmission form to **1-800-494-6411** to initiate billing. You may also go online to www.buildwithgas.com and click on “Getting an Appliance Inspection and Meter Unlocked”, item 2 contains the link to the online form for Affidavit of Validation.*
- 3. **If you do not notify the utility by fully completing the appropriate sections of the Construction Heat Fax Transmission form when you start to use the natural gas, you will be back billed for all customer and gas charges from the date the meter was installed at that location. The completion of the fax form will serve as an easy reference (and avoid confusion) for you and Enbridge Gas Distribution regarding gas used specifically for temporary construction heaters.***



Construction Heat Fax Transmission: 1-800-494-6411

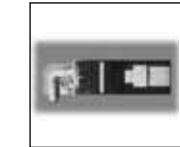
(Please check applicable box)



☐ 1. We've turned the meter on for Temporary Residential Construction Heaters

Notification is required in writing to Enbridge Gas Distribution within 24 hours of your site staff unlocking gas meters for the purpose of temporary residential construction heaters.

Meter turn on date: _____



☒ 2. We've turned the meter on for the Furnace to Heat a Residence(s) Under Construction, "Affidavit of Validation".

Meter turn on date: August 22, 2011



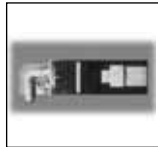
Installing Company's Name: Meters For You

Installer's Name: Fred Smith

Installer's Certificate Number: 010 234 567

Inspector (If not installer): _____

Certificate Number of Inspector: _____



☐ 3. Enbridge to unlock meter for Furnace Construction Heat; to be used when a builder requests Enbridge Gas Distribution to inspect and turn on a furnace for construction heat purposes only. A charge will apply.

- MINIMUM 48 HOURS NOTICE REQUIRED! Be sure to indicate the date required for inspection in the appropriate column below.
- Faxes received after 4:00 pm will be considered as received the next day.
- Applicable charges will apply per premises.

Current Date: <u>August 27, 2011</u>	Builder's Name: <u>ABC</u>	Site Contact's Name: <u>John Doe</u>	Cell Number: <u>(###) 555-1234</u>		
Subdivision: <u>DE7</u>	Site Telephone Number: <u>(###) 555-6789</u>	Site Fax Number: <u>(###) 555-3456</u>			
City	Lot Number	Municipal Address	Meter Number	Meter Reading (note - not all meters are set at zero, please ensure correct reading)	Date Required (If you have requested Enbridge to unlock meter)
<u>Aurora</u>	<u>16</u>	<u>86 Johnson Lane</u>	<u>SQ-8243681</u>	<u>0045</u>	<u>Sept. 8, 2011</u>
<u>Aurora</u>	<u>23</u>	<u>95 Johnson Lane</u>	<u>SQ-1234567</u>	<u>4012</u>	<u>Sept. 10, 2011</u>

PLEASE NOTE:

Please photocopy this form to ensure an adequate supply is available for faxing.

1. When installing and activating a furnace for heating a residence under construction, all applicable codes and manufacturer's certified installation instructions must be met.
2. Enbridge Gas Distribution must complete a final inspection of all appliances prior to homeowner occupancy. Please fax Enbridge Gas Distribution the "Request for Final Inspections Prior to Homeowner Occupancy" fax transmission when the premises are ready.



