



New Electrical Service Checklist

We're here to make your service installation as smooth as possible. Below is a step-by-step guide so you know exactly what to expect:

1. Initial Site Visit

- Wilkins Electric will meet with you on-site
- We'll determine:
 - Service size needed (100A, 200A, etc.)
 - Best location for the meter

2. Estimate & Approval

- We will provide a detailed estimate for your project
- Once approved:
 - A **50% deposit** is required to schedule and begin work

3. Permits & Scheduling

- Wilkins Electric will handle all required permits
- Please allow **approximately 1 week** for permit processing

4. Customer Step – Contact Power Company

You will need to apply for service with your utility provider:

- Wisconsin Public Service (WPS): 800-450-7260
- Adams-Columbia Electric Cooperative: 800-831-8629
- Alliant Energy: 800-255-4268

Note: This step must be completed by the customer, as personal information is required

5. Utility Review & Quote

- The power company will:
 - Send a technician to mark/flag the service line
 - Provide you with a cost estimate
- This estimate must be paid directly to the utility company

6. Service Installation

- Once permits are approved and utility coordination is complete:
 - Wilkins Electric will install your new electrical service

7. Inspection Process

- We will schedule all required inspections
- After passing inspection:
 - The inspector sends approval directly to the power company

8. Final Steps & Power Connection

- Wilkins Electric will:
 - Confirm the utility received inspection approval
- The power company will then:
 - Complete trenching (if required)
 - Connect power to your meter

9. Final Payment

- The remaining balance with Wilkins Electric will be invoiced after installation