Step 1: Complete public utility service form if invoiced to contractor.

Step 1a: Complete FM utility service request if invoiced to WMU F/CC Administration.

Step 2: Public Utility approved installation.

Step 3: Inspects and installs meter

Step 4: Activates utility

Step 5: Invoice contractor

Step 5a: Invoice FM (if WMU account)

Step 6: Change billing to WMU (Complete Step 1a)

Step 3a: Initial meter reading

Step 5a: Invoice FM (if WMU account)