

# SPRINGFIELD UTILITY BOARD'S

## NET METERING APPLICATION AND COMPLIANCE FORM For Installation of Customer-Owned, Grid Connected Electric Generating Systems of 25kW or Less (Appendix A to Interconnection & Net Metering Agreement)

The following is the information you will need to complete a Net Metering Agreement. SUB may have other information requirements, depending on the type of installation applied for:

### A. Applicant Information

Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Electric Account #: \_\_\_\_\_  
Installation Address: \_\_\_\_\_  
Daytime Phone #: (\_\_\_\_) \_\_\_\_\_  
Fax (optional): (\_\_\_\_) \_\_\_\_\_  
E-mail: \_\_\_\_\_

### B. Electric System Information

1. Identify Type of System (Check One):

- Solar PV Array
- Fuel Cell
- Wind
- Other \_\_\_\_\_

2. Site Location of System on Property:

\_\_\_\_\_

3. System Description:

Manufacturer: \_\_\_\_\_  
Type/Style: \_\_\_\_\_  
Nameplate Data: \_\_\_\_\_  
Voltage & Frequency: \_\_\_\_\_  
Maximum kW output: \_\_\_\_\_

4. Synchronous Inverter / Generator Data (circle one)

Manufacturer & Model #: \_\_\_\_\_

Year Purchased: \_\_\_\_\_

Serial Number: \_\_\_\_\_

Power Rating: \_\_\_\_\_

Location (Check One):

Indoor

Outdoor

Location on Property: \_\_\_\_\_

Nameplate Data: \_\_\_\_\_

Voltage & Frequency: \_\_\_\_\_

Operating Power Factor: \_\_\_\_\_

**C. System Designer & Installation Contractor Information (if applicable):**

1. Design Consultant: \_\_\_\_\_

Address: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_

Fax (optional): (\_\_\_\_) \_\_\_\_\_

E-mail: \_\_\_\_\_

2. Installation Contractor: \_\_\_\_\_

Contractor's License No. \_\_\_\_\_

Address: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_

Fax (optional): (\_\_\_\_) \_\_\_\_\_

E-Mail: \_\_\_\_\_

**D. Installation**

1. Proposed Installation Date: \_\_\_\_\_
2. Submit/Attach a one-line electrical diagram for proposed electrical system, including metering points in relation to SUB's electrical system and the customer's generating system location.
3. Submit/Attach a conceptual plan layout of major electrical components indicating their location and the location of the manual disconnect switch.

**E. Interconnection Compliance & Owner Acknowledgement**

The electrical system referenced above shall meet SUB’s “Interconnection Standards for Customer-Owned, Grid Connected Electric Generating Systems of 25kW or less.”

- Customer shall be solely responsible for obtaining and complying with any and all necessary easements, licenses and permits, or exemptions, as may be required by any federal, state, local statutes, regulations, ordinances or other legal mandates.
- The customer shall submit documentation to SUB that the system has been inspected and approved by the local permitting agency regarding electrical code requirements.
- Customer shall not commence parallel operation of the generating system until inspecting written approval of the interconnection has been given by SUB.
- This Application Form shall be Appendix A to the SUB “Interconnection & Net Metering Agreement.”

Signed (Customer): \_\_\_\_\_ DATE: \_\_\_\_\_

Once completed, please submit this application form to:  
Jeff Nelson, Power Resource Manager, P.O. Box 300, Springfield, OR 97477

APPROVAL (SUB Use Only):

METERING: \_\_\_\_\_ DATE: \_\_\_\_\_

CHIEF ENGINEER: \_\_\_\_\_ DATE: \_\_\_\_\_

RES. MANAGEMENT: \_\_\_\_\_ DATE: \_\_\_\_\_