

Customer Checklist - Net Metering Payment Option for 1 – 100 kW Solar Payment Option Systems (Typical)



Complete Capacity Reservation Application

If selected, a deposit of \$500 or \$20 x nameplate capacity (DC) is required, whichever is larger. The deposit will be refunded when your project is completed. Participants who withdraw from the program or do not have their project built within the twelve month deadline, will forfeit the deposit.

Receive a **Capacity Reservation Date** from PGE. You have twelve months from this date to complete the project and two months from this date to submit an Application for Interconnection, or your Capacity Reservation is forfeited.

If PGE notifies you that your Capacity Reservation Application was unsuccessful, you may reapply in next capacity reservation period.

Submit completed **Application for Interconnection** within two months of Capacity Reservation Date. Initial level of application is based on system capacity size:

Level 1 for system sized up to and including 25 kW DC, or

Level 2 for system larger than 25 kW DC but less than or equal to 100 kW DC.

Submit Application for Interconnection via e-mail to solar@pgn.com or send to;

PGE Solar Payment Option

PO Box 4079

Portland, OR 97208-4079

To speed up the process, please include the Agreement with the Application.

PGE reviews Application for Interconnection.

Submit **Solar Photovoltaic Pilot Program Agreement** signed by the customer on the existing PGE account before construction is completed.

Submit proof of the liability insurance meeting requirements of Agreement. To speed up the process, please include proof of insurance with the Agreement. For information on insurance requirements please contact us.

Construction completed. System passes local (city/county) inspection.

Contact PGE by phone (503.464.8200) or email (solar@pgn.com) to let PGE know your system has passed local inspection and is awaiting PGE inspection.

PGE inspects site and installs solar generation meter.

You will receive the first of three surveys (required per the Agreement) once your system goes online.

Start generating power!

Retain this sheet for your records.

Many of the steps listed in this checklist may have been completed by your contractor for you. PGE gladly works with both customers and contractors.