Customer Checklist[1], Level 1 Net Metering Process

(Please keep this for your records)

☐ Prepare an Application for Net Metering Facility Interconnection.[2]

☐ Include inverter specification sheet ("cut sheet").

☐ Your system may require a lockable, AC disconnect switch based on its Maximum AC Output. PGE requires 24 hour unrestricted access to this disconnect. Please reference the chart below to determine if a PGE disconnect is required.

Service Type	Max. AC Output Permitted without a Disconnect
240 Volts, Single-Phase, 3 Wire	7.2 kW
120/208 Volts, 3-Phase, 4 Wire	10.5 kW
120/240 Volts, 3-Phase 4 Wire	12.5 kW
277/480 Volts, 3-Phase 4 Wire	25.0 kW

If your site requires a PGE accessible disconnect, you will need to include:

a) a one-line electrical diagram showing all protective devices between (and including) the net metering system and the PGE meter.

b) a site plan showing the proposed location of the disconnect and providing the distance between this disconnect and the PGE meter. This distance is to not exceed ten feet (10') unless other arrangements have been made with PGE.

☐ Email the completed application to Netmetering@pgn.com, or mail the application to: *ATTN: Net Metering, Portland General Electric, 121 SW Salmon St., 3WTC-0402, Portland, OR 97204.*

☐ Construct the system and ensure it is ready for operation.

☐ Email (or mail) PGE an Agreement signed by a customer on the PGE account.

☐ After passing local (city/county) electrical inspection, provide a copy of the approved final permit to PGE via email (netmetering@pgn.com). This will let PGE know you are ready for system approval and/or meter exchange.

☐ PGE will schedule an appointment to inspect the site and install a bidirectional meter (if not previously installed).

☐ PGE will issue permission to operate, and you may start generating power.

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[1] Many of the steps listed in this checklist may have been completed by your contractor for you. PGE works with both customers and contractors to see this interconnection application process to completion.

[2] To ensure that your planned system is capable of interconnecting with PGE, we recommend customers submit a Net Metering Application and wait for approval before beginning any construction.

Application for Net Metering Facility Interconnection
Level 1 Interconnection

(*Applies to an inverter-based net metering facility with a capacity of 25 kW or less*)

Applicant Information:

Name:_____

Company Name (*if applicable*):_____

Mailing Address:_____

City:_____ State:___ Zip Code:_____

Daytime Telephone:_____ Cell/Evening:_____

E-Mail:_____

System Installer Information:

Company Name:_____

Contact Name:_____

Mailing Address:_____

City:_____ State:___ Zip Code:_____

Office Telephone: _____ Cell: _____

E-Mail:_____

Facility Information:

PGE Account where interconnection will occur (*from PGE bill*):_____

Location (*if different from Applicant's address listed above*):

Street Address:_____

City:_____ State:___ Zip Code:_____

Service Voltage: _____ Volts ☐ Single-Phase ☐ 3-Phase

Estimated Commissioning Date (*when system will be ready for PGE Inspection*):_____

Do you plan to aggregate? ☐ Yes ☐ No

Energy Source: ☐ Solar ☐ Wind ☐ Hydro ☐ Other (specify)_____

Generator Nameplate Capacity (*if solar, STC kW total for all panels*): _____ DC kW

If this is an upgrade to an existing system, please list the total of all components both old and new.

Inverter Manufacturer: _____ Model _____ _____

Total Number of Inverters: ____ Max Capacity per Inverter: _____ kW

Phase: ☐ Single ☐ Three Inverter Output Voltage: _____ AC Volts

☐ *Inverter specifications sheet (manufacturer's cut sheet).*
Note: If generator is not lab certified, then a Level 3 Interconnection Application is required.

Is a lockable disconnect required?

☐ Yes

☐ No

Service Type	Max. AC Output Permitted without a Disconnect
240 Volts, Single-Phase, 3 Wire:	7.2 kW
120/208 Volts, 3-Phase, 4 Wire:	10.5 kW
120/240 Volts, 3-Phase 4 Wire:	12.5 kW
277/480 Volts, 3-Phase 4 Wire:	25.0 kW

Will this system include a backup battery? ☐ Yes ☐ No

If yes, please include a battery specifications sheet from the manufacturer, a one line and site plan showing where the battery will connect, and a signed letter from the applicant stating they will not allow the battery to back feed power to the utility.

Applicant Signature:

I hereby attest that the information submitted on this application is accurate to the best of my knowledge.

Applicant Signature: _____ Date: _____

Printed Name: _____ Title (*if applicable*): _____

Mail Completed Interconnection Application to:

ATTN: Net Metering
Portland General Electric
121 SW Salmon, 3WTC-0402
Portland, OR 97204

Interconnection Application Receipt Acknowledgement:

Receipt of a completed application is hereby acknowledged.

Approval for a Level 1 Net Metering Facility interconnection is contingent upon the Applicant's Generator Facility passing the Level 1 screens and completing the review process set forth in OPUC Rule AR 860, Division 011 and is not granted by the utility's receipt acknowledgement signature on this Application Form. The applicant will be notified within ten (10) business days of receipt of this acknowledgment whether the interconnection application will be approved or denied.

Utility Signature: _____ Date: _____

Printed Name: _____ Title: _____

Interconnection Application Approval:

Utility Signature: _____ Date: _____

Printed Name: _____ Title: _____