

Form A – Micro-generation notice

**For optimal use of this form, please download this PDF to your computer, fill out all fields and save your changes.*

If you have questions on how to fill in the form, refer to the micro-generation notice submission guideline posted on the AUC website under “Micro-generation” for detailed information.

Some small micro-generation projects may require utility engineering consultation.

Large micro-generation (greater than or equal to 150 kilowatts) project requirements:

- Utility engineering consultation required.
- Stamped single-line diagram required.

Check the appropriate boxes to identify your micro-generation project:

Does the project meet the micro-generation generating requirements? Yes No

Are you an existing micro-generation customer? Yes No

If yes, please state:

Existing capacity (in kilowatts): _____

Project number (if available): _____

Are you increasing or decreasing the generation capacity? Yes No

If yes, please state:

Change in generation capacity (increase or decrease) in kilowatts: _____

Is this notice being used for aggregating multiple sites? Yes No

1. Customer identification			
Name:		Company name (if applicable):	
Address:		City:	
Province:	Postal code:	Phone:	Fax:
Email address:		Preferred method of contact: Email <input type="checkbox"/> Mail <input type="checkbox"/> Fax <input type="checkbox"/>	
Other interested parties:			

2. Consultant identification, if applicable

Third-party authorization form may be required by the wires owner to share customer information and/or sign this form on the customer's behalf.

Consultant name:		Consultant phone number:	
Address:		City:	
Province:	Postal code:	Phone:	Fax:
Consultant email address:		Preferred method of contact: Email <input type="checkbox"/> Mail <input type="checkbox"/> Fax <input type="checkbox"/>	

3. Project description

Complete the following information for the generation site. If the project involves aggregated sites, list the sites in the following table with Site 1 as the micro-generator and others as load. Expand the list in separate sheets of paper if required.

Legal land description(s)	Site ID(s)
Site 1 (micro-generator):	Site 1 (micro-generator):
Site 2:	Site 2:
Site 3:	Site 3:
Site 4:	Site 4:
Service address(s):	Retailer name:
Site 1 (micro-generator):	Site 1 (micro-generator):
Site 2:	Site 2:
Site 3:	Site 3:
Site 4:	Site 4:

Energy source of the generator: Solar Wind Hydro Biomass Fuel cell Geothermal
 Combined heat and power Other

If other, please specify: _____

Type of generator connected to the utility interface: Inverter-based Induction Synchronous

Number of units/inverters: _____

Do the inverters comply with CSA Standard C22.2 107.1 – Power Conversion Equipment in particular standards respecting Anti-islanding?

Yes No

Do the inverters comply with UL1741 Supplement A - Standard for Inverters, Converters, Controllers and Interconnection System Equipment for Use with Distributed Energy Resources?

Yes No

Have you reviewed the applicable wires owner's micro-generator interconnection requirements and terms and conditions?

Yes No

Micro-generation generating unit total nameplate alternating current capacity in kilowatts:

Site 1: _____

Customer annual alternating current energy consumption in kilowatt-hours (information should be requested from retailer for 12 months).

Site 1: _____

Site 2: _____

Site 3: _____

Site 4: _____

Voltage level of connection:

Phase: Single Three

Projected total net alternating current annual energy production (kWh) from the micro-generation generating unit(s):

4. Supporting documents required:

Submit the following supporting documentation:

- a) electrical single-line diagram of the micro-generation system
- b) site plan or pictures to illustrate the micro-generation unit location
- c) equipment specification from manufacturer
- d) applicable certification document(s)
- e) electrical permit
- f) electrical inspection report (to be submitted after installation of the micro-generator(s) is completed and inspected)
- g) documentation verifying that the generator meets the less than or equal to 418 kilograms per megawatt hour limit specified in the Micro-Generation Regulation (combined heat and power unit)
- h) other supporting document(s), if any, please specify: _____

Have you met all applicable municipal and zoning requirements, including noise rules and by-laws? Yes No

Please specify: _____

Have you completed the participant involvement program stated in AUC Rule 007? * Yes No

Please specify: _____

Have you met the requirements stated in AUC Rule 012 Noise Control?* Yes No

Please specify: _____

Have you met all applicable environmental requirements?* Yes No

Please specify: _____

Are you aware of any outstanding objections from any person regarding your project?* Yes No

Please specify: _____

Requested in-service date (YYYY-MM-DD) for connection:

Micro-generation generating unit owner signature:

Submission date:

Consultant signature (if signing on behalf of the customer):

Submission date:

If signing on behalf of the customer, the utility may require a third party authorization to be signed by the customer.

**The micro-generation customer must ensure that the criteria for an exemption from filing an application with the Commission as stated in Section 2 of Rule 007 are satisfied.*

To receive electricity generation credits, the micro-generation customer must notify its retailer or regulated rate provider once the notice is accepted by the owner or in the event that the Commission decides that a disputed unit is a micro-generation generating unit.

5. Electric distribution system wires owner use only:	
Owner's notice reference number:	Alberta Electric System Operator asset ID (if any):
Date the complete application was received (YYYY-MM-DD):	Interconnection line:
Accepted: Yes <input type="checkbox"/> No <input type="checkbox"/> Reason(s) for dispute:	
Interconnection agreement signed? Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable <input type="checkbox"/>	
Meter type: Interval <input type="checkbox"/> Cumulative <input type="checkbox"/>	Substation number at time of interconnection:
Meter installed date (YYYY-MM-DD):	
Remarks:	

Form B – Notice of dispute

To be completed by owner when there is a dispute with respect to the customer's eligibility to become a micro-generator or on the question of extraordinary costs.

Information required must include the following:

Contact person for the dispute notice:	
Name:	Phone:
Is owner represented by another person?	
Yes <input type="checkbox"/> No <input type="checkbox"/>	
If yes, provide name and contact information (if no, leave blank):	
Name:	Phone:
Is a copy of the micro-generation project notice (Form A) attached?	
Yes <input type="checkbox"/> No <input type="checkbox"/>	
Type of dispute:	<input type="checkbox"/> Qualification (Micro-Generation Regulation - Sections 2(2) or 2.1(2)) <input type="checkbox"/> Extraordinary costs (Micro-Generation Regulation - Sections 4(3) or 4(3.1))
If dispute is related to Section 2(2) or 2.1(2), has owner served notice on customer within 14 days?	
Yes <input type="checkbox"/> No <input type="checkbox"/>	
Dispute rationale:	
Other information attached:	

Date of submission: _____

Form C – Notice of complaint

To be completed by micro-generation customer when there is complaint on the metering cost.

Information required must include the following:

Contact person who submitted the complaint notice:	
Name:	Phone:
Is customer represented by another person?	
Yes <input type="checkbox"/> No <input type="checkbox"/>	
If yes, provide name and contact information (if no, leave blank):	
Name:	Phone:
Is a copy of the micro-generation project notice (Form A) attached?	
Yes <input type="checkbox"/> No <input type="checkbox"/>	
Type of complaint:	<input type="checkbox"/> Interval metering costs (Micro-Generation Regulation Section 3(5))
If complaint is related to Section 2(2) or 2.1(2), has owner served notice on customer within 14 days?	
Yes <input type="checkbox"/> No <input type="checkbox"/>	
Provide full details of the complaint:	
Other information attached:	

Date of submission: _____