



NET METERING APPLICATION

This form must be filled out completely and submitted to the City of Geneva Electric Division before a customer's renewable energy facility can be interconnected with City's distribution system.

Customer and Contractor orientation regarding the City's Net Metering policy and Solar installations must be completed prior to this application being approved. Please email Jose Ruiz @ jruiz@geneva.il.us to make an appointment.

Please carefully review the City's policy on Net Metering Service at www.geneva.il.us and the following application instructions for specific requirements.

A. Customer Information

Name: _____

Account Number: _____

Residential Customer

General Service Customer

Mailing Address: _____

City: _____ State: ____ Zip Code: _____

Service Address (if different from mailing address): _____

City: _____ State: ____ Zip Code: _____



Phone Number: _____ Fax Number: _____

Email Address: _____

B. Installer Information

Company Name: _____

Installer Name: _____

Installer Orientation Completed (Circle one) YES NO

C. Type of Service

- Single Phase (120/240v)
- 3- Phase (120/208v)
- Other – specify voltage
 - Single Phase (Voltage _____)
 - 3-Phase (Voltage _____)

D. Equipment Information

Installation Type (check one) Solar Wind

Meter Purchase Price _____

E. Inverter Manufacturer Information (if applicable)

Inverter Manufacturer: _____

Inverter Model Number: _____

Inverter Continuous AC Rating (AC Watts): _____

Total Number of Inverters: _____

Maximum Inverter Output (AC Watts): _____

F. Installation Information

a. Inverter

Inverter Location (check one): Indoor Outdoor

Inverter Location(s) Description: _____



b. **Location of AC Disconnect Switch:** _____

c. **System Type (check one):**

- Net Metering – Customer’s system is capable of back feeding through the utilities’ meter
- Interconnected Circuit – Utility power is used for backup only and customer does not request net metering

d. **Battery Storage**

Will the generation system use a battery storage system? Yes No

Battery Manufacturer: _____

Battery Model Number: _____ QTY.: _____

Battery Voltages: _____ Amp Hours: _____

Battery Bank Voltages: _____ Amp Hours: _____

G. Single-Line Diagram of Net Metering Facility and Interconnection

Please include a copy of the Building Department Permit(s) and submitted drawings with your application. Your Net Metering application will not be approved without this information.

The Customer agrees that, in its construction and operation of the Facility, it will comply with the City’s service rules and regulations and Interconnection Standards and comply with all applicable laws and electric codes.

[Customer Signature]



Instructions for One-Line Diagram

The Customer's one-line diagram is one of the most important parts of the Net Metering Application. The one-line diagram is used by the City during the review and approval process, and again during field testing and meter installation.

A good diagram can greatly shorten the City review period and helps expedite the City's field testing and meter installation. Inconsistencies between the diagram and the actual installation as-built are cause for rejection at the final testing and meter installation.

The diagram does not need to be overly complex, but accuracy and clarity are critical. The sample diagram below is for a typical PV System and is very simple, but it contains the required technical information for the City. An accurate and complete connection diagram is also important because the design and installation of these systems is not routine.

At a minimum, the one-line diagram must show how the system components are connected electrically and should show equipment part numbers and physical locations. Some of this may be on the application form as well, but having the information on a single document speeds the reviews and field inspections.

The one-line diagram should provide the following information:

- a. Generator (PV Panels, Wind Turbine) - Include manufacturer, part number, nameplate maximum capacity (kW), and physical location. For modular systems (ex. pv panels), also include: number of modules, configuration, nameplate maximum capacity of each module, and total nameplate maximum capacity.
- b. Inverter - Include manufacturer, type or series, part number, serial number, nameplate maximum capacity (kW), output voltage, physical location.
- c. Disconnect Switch - Include the physical location relative to the Company Service Meter.
- d. Electrical Service Panel -Include the panel or main breaker size and the position at which the generation is connected. Show all panels (if there are multiple panels or subpanels) even if not directly connected into the generation system.
- e. The Company Service Meter - Include existing meter serial number, meter form, and class
- f. PV System Output Meter Base – Include meter form, class, and physical location. Location within 5' of the Company Service meter.
- g. Other Related Equipment (battery banks, transfer or bypass switches, backup generators, etc.)



Office Use:

Circuit Number for Installation: _____. Facility does does not exceed circuit or system limitation in current circuit study.

Customer orientation completed Date: _____

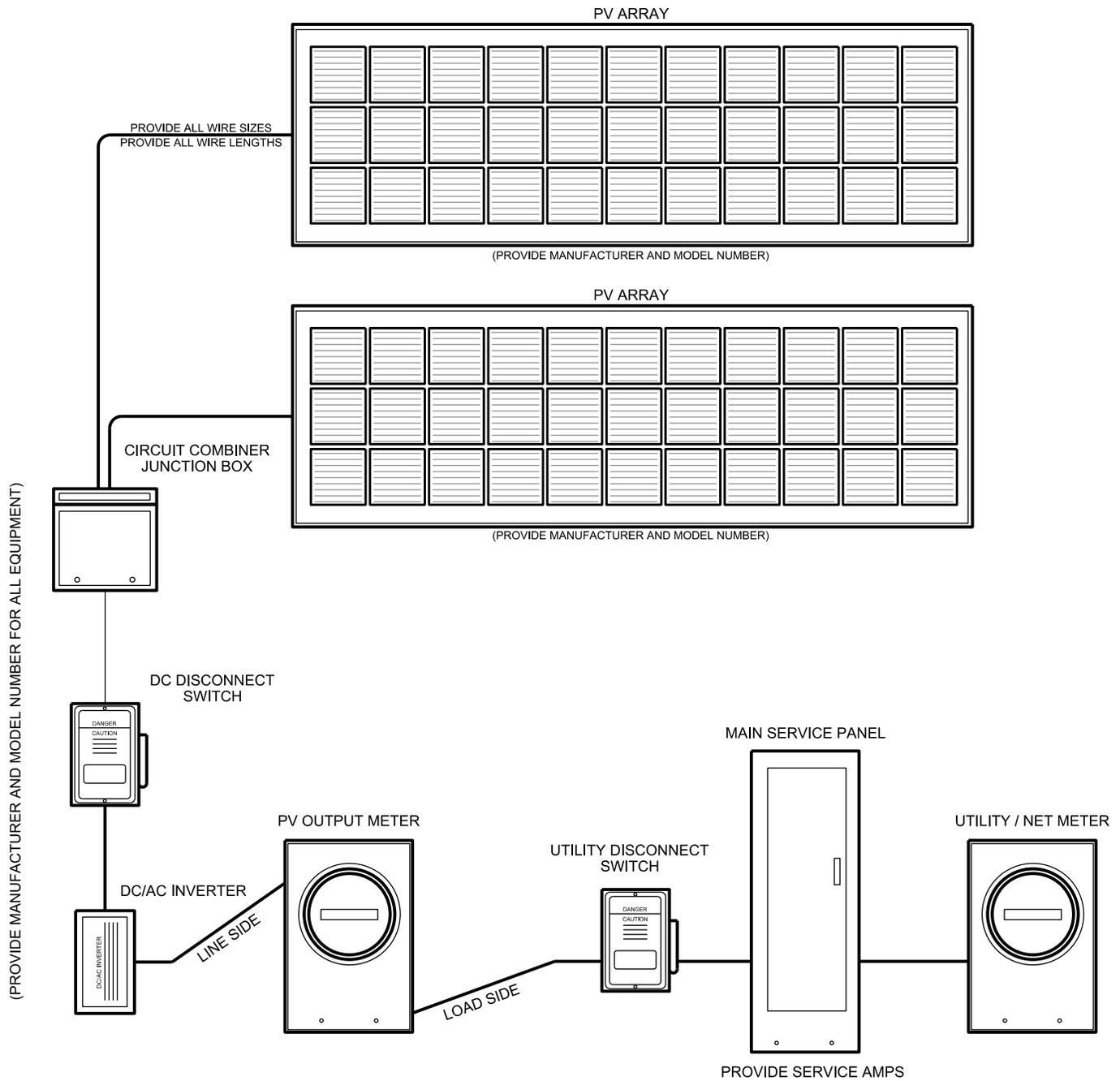
Installer orientation completed: Date: _____

Meter Purchased: Date: _____

Approved By: _____ Date: _____

Disapproved By: _____ Date: _____ Reasons for Disapproval: _____

Customer Notified of Grounds for Disapproval: By: _____ Date: _____



SUBMITTER MUST PROVIDE:

1. ALL WIRE SIZES AND LENGTHS
2. ALL PART MANUFACTURERS AND MODEL NUMBERS
3. SERVICE SIZE IN TOTAL AMPS
4. GENERAL SITE PLAN DIAGRAM
5. ALL FUSE SIZES

TYPICAL NET METERING SYSTEM DIAGRAM

CITY OF GENEVA
 ELECTRIC DIVISION
 NET METERING
 9/26/2023
 M.B.