



Connection Request Form – Micro Generation Facility (10 kW or less)

This form is applicable to single or multiple generating units at the Customer’s facility designed to be connected and run in parallel to Welland Hydro-Electric System Corp.’s distribution system, with total nameplate rating of 10 kW or less. The generation facility must generate electricity from a renewable energy source.

Inverter-based generating units must not inject DC greater than 0.5% of the full rated output current at the point of connection of the generating units. The generated harmonic levels must not exceed those given in the CAN/CSA-C61000-3-6 Standards.

For generation size up to 10 kW, a Connection Impact Assessment by Welland Hydro-Electric System Corp. is not required, however, there may be a limitation on the number of micro-generation facilities that can be connected to the same distribution feeder.

Applicants are cautioned not to incur major expenses until Welland Hydro-Electric System Corp. approves to connect the proposed generation facility.

All fields below are mandatory, except where noted. Incomplete applications will be returned by Welland Hydro-Electric System Corp..

1. Applicant Information:

Name:

Company Name (if applicable):

Mailing Address:

Do you have an existing account with Welland Hydro: Yes No

If yes, please provide your Customer Account Number:

Phone Number: Cell:

Fax Number: Email:

Are you a HST registrant? Yes HST Registration Number:
 No

2. Program Type:

Net Metering

IESO microFIT Contract - microFIT Reference Number:

Onsite use of power

3. Installing Contractor Information:

Company Name:

Contractor's Name:

Mailing Address:

Phone Number: Cell:

Fax Number: Email:

4. Generation Facility Information:

Site Address:

Lot:

Concession:

Nameplate Capacity of Generation Facility: kW

Number of Units: Nameplate Rating Each Unit: kW

Expected In Service Date:

Fuel Type	<input type="checkbox"/> Bio-gas	<input type="checkbox"/> Solar Photovoltaic - Rooftop
	<input type="checkbox"/> Wind	<input type="checkbox"/> Solar Photovoltaic – Ground Mount
	<input type="checkbox"/> Renewable biomass	<input type="checkbox"/> Other
		Specify: _____
Generator Connecting On	<input type="checkbox"/> Single Phase	<input type="checkbox"/> Three Phase – 2 phase / 3 wire
		<input type="checkbox"/> Three Phase – 3 phase / 4 wire
Generation Type	<input type="checkbox"/> Synchronous	<input type="checkbox"/> Induction
	<input type="checkbox"/> Inverter	
Generating Voltage	Volts	<input type="checkbox"/> AC
		<input type="checkbox"/> DC
Connection Voltage	Volts	
Proposed Connection Method	<input type="checkbox"/> Directly Connected – no existing connection to distribution system present	
	<input type="checkbox"/> Parallel Metering – existing connection to distribution system present	



Will a battery backup system be connected to this generation facility: Yes No

5. Customer Owned Transformer Information (if applicable):

Transformer Rating: kVA

High Voltage Winding Connection: Delta Star

Grounding Method of Star Connected High Voltage Winding Neutral:

Solid Ungrounded Impedance Grounded R X

Low Voltage Winding Connection: Delta Star

Grounding Method of Star Connected Low Voltage Winding Neutral:

Solid Ungrounded Impedance Grounded R X

Note: The term "High Voltage" refers to the connection voltage to Welland Hydro-Electric System Corp.'s distribution system and "Low Voltage" refers to the generator/inverter output voltage.

6. Generation System Diagram:

Please attach a single-line schematic diagram of the generation system and site plan to this form showing the location of the external disconnect switch.

7. Safety:

Has the proposed distribution generation equipment been certified (CSA, UL, etc...)?

Yes No

Has your generation facility passed a safety inspection from the Electrical Safety Authority?

Yes Inspection Date: Certificate No.:

No Estimated Inspection Date:

Are power factor capacitors automatically switched off when generator breaker opens?

Yes No Not Applicable

Is the generator/inverter paralleling equipment and/or design pre-certified and does it meet anti-islanding requirements?

Yes No

If you answered yes to any/all of the questions contained in section 7 (Safety), please attach details (i.e. copies of manufacturer's specifications, ESA certificate, etc...).



8. Additional Comments, Specifications and Exceptions (attach additional sheets if needed):



9. Applicant and Installer Signatures:

According to the Independent Electricity System Operator’s (IESO) microFIT Rules, Welland Hydro-Electric System Corp. must receive, process and notify the IESO that your Connection Request Form has been received within 30 days of your application being set by the IESO to the “Pending LDC Offer to Connect” status. Therefore, to allow for sufficient processing time, Welland Hydro-Electric System Corp. recommends that you submit this Connection Request Form to us within **15 days** of your application being set to “Pending LDC Offer to Connect”. Failure to do so may result in you missing the 30 day timeline and your application being terminated by the IESO. Welland Hydro-Electric System Corp. will not be held liable for any damages and/or losses incurred should any application be terminated. In addition, applicants are encouraged and cautioned to read and understand the IESO’s microFIT Rules, definitions, any and all eligible Schedules and the microFIT Contract prior to submitting an application to the IESO and this Connection Request Form to Welland Hydro-Electric System Corp.. It is the applicant’s responsibility to understand the microFIT Rules, the microFIT Contract and the microFIT process that will be followed prior to a microFIT Contract being offered by the IESO. It is the sole risk of the applicant if it does not understand the microFIT Rules and application process.

By signing this form, I/we understand and agree to the conditions set out above and acknowledge that the information provided in this application is accurate and complete.

Applicant
Signature:

Print Name:

Date:

Installer
Signature:

Print Name:

Date:

Please submit your completed application to Welland Hydro-Electric System Corp. electronically via:

Email:

To: fit@wellandhydro.com

Subject: Micro Generation Facility CRF



Notice of Collection:

Your personal information is collected on this form by Welland Hydro-Electric System Corp. ("Welland Hydro") under the authority of the Electricity Act, S.O. 1998, Chapter 15, Schedule A.

Welland Hydro will only use personal information for the purpose for which it was collected unless consent is given by the individual to use or disclose it for another purpose. Under certain exceptional circumstances, Welland Hydro may have a legal duty or right to disclose personal information without the individual's knowledge or consent.

Welland Hydro will collect personal information for the following purposes:

- a) to establish and maintain responsible commercial relationships with customers and to provide ongoing service;
- b) to meet all legal, regulatory, settlement, and market operations requirements;
- c) to identify or contact customers, respond to customer inquiries and otherwise maintain business relations with customers;
- d) to help prevent or investigate fraud, theft of power or other breaches of the law;
- e) billing and collection of payments for electric service;
- f) to register customers for pre-authorized payment for services;
- g) priority restoration of electric service to the correct address and meter, as may be required by medical circumstances;
- h) to provide customers with information about our services, the electricity industry, energy conservation and rates;
- i) to request customer participation in surveys or contests; or
- j) to notify customers about events or causes sponsored by Welland Hydro or our affiliates.

Welland Hydro may share information with third-party service providers who perform services on our behalf. These service providers are given only the information necessary to perform those services that we have contracted them to provide.

To access our current privacy policies and learn more about your privacy rights, please visit **Your Privacy at Welland Hydro**, found on our company website, www.wellandhydro.com. If you have further questions about this collection, or the ways in which your personal information may be used by Welland Hydro, please contact the Privacy Officer by telephone at 905-732-1381, ext. 233, or by email at privacy@wellandhydro.com.