

## Step 1 – Notification

Call [608-647-3173](tel:608-647-3173) to inform us that you want to interconnect an electric generating system to our distribution system. We respond to your request within 10 business days and will give you multiple options for completing the remaining requirements.

There are several ways you can complete forms and provide information necessary to meet our requirements.

1. We can mail you all the forms necessary as well as additional information about rates, interconnection and more. You can then complete these forms and mail them back as needed.
2. We can send you forms and information by email which you can print, complete and sign. Alternatively, all forms are available for download on our website at <https://.rec.coop/member-distributed-generation> . Complete the forms including all required signatures and you can either scan into an electronic format (PDF) and return by email, or you can complete, sign and mail them back or deliver them to our office.
3. You can complete electronic fill-in forms found on our website without signing, submit them to us electronically and we will email a link to the fully completed forms for your electronic signature and they will then be returned to us electronically. We also coordinate this with your installer for their signature as needed.

\* Any required payments can be paid by check by mail, credit card or cash in our office, or if you prefer electronic payment we will provide a method for that as well.

\*\*Any items such as certificates of insurance, inspection certificates, drawings, schematics and pictures will need to be mailed to our office, dropped off or scanned into PDF format and emailed to us at the email address we will provide you.

## Step 2 – Interconnection application

Complete and submit the distributed resources application we will provide you with. Our application form is required to be used as we do not accept the Wisconsin Public Service Commission version.

The following required documentation will need to be included:

1. Interconnection Agreement
2. Proof of insurance showing the appropriate liability insurance based on category.
3. One-line diagram
4. Plot plan
5. Spec sheets for inverter
6. Spec sheets for solar panels/wind turbine

**If mailing a hard copy, send the completed application to:**

Richland Electric Cooperative  
PO Box 439  
Richland Center, WI 53581

### **Step 3 – Application review**

Within 10 working days of receiving a new or revised application, we notify you whether the application is complete. If the application is incomplete, you will need to resubmit it with the needed corrections. We will send you the appropriate standard interconnection agreement. It must be signed by you and by us prior to interconnection.

### **Step 4 – Engineering review determination**

When your application is complete, we determine whether an engineering review is needed. Engineering reviews are typically not required for systems of 20Kw or less. If an engineering review is necessary, we contact you within 10 business days and provide you with more details including any costs you may incur. Please consider utility input when specifying components to ensure that your components will work with the Richland Electric Cooperative distribution system.

### **Step 5 – Installation of member-owned distributed generation**

You install your generating equipment within a timeframe that is mutually agreed upon. You notify us when project construction is complete. At this point the Interconnection Agreement must be complete and the Engineering Fee must be paid. After we receive those items, we perform all work needed to accommodate your generating equipment.

### **Step 6 – System testing and acceptance**

You notify us of the completed installation, including providing us with a Certificate of Compliance signed by a Wisconsin Electrical Inspector having jurisdiction and allow us an opportunity to witness or verify system testing. You also are required to provide us with any test results. After we receive notification that an installation is complete, we do any or all of the following:

- Witness commissioning tests  
Perform an anti-islanding test or verify protective equipment settings at our expense, OR  
Waive our right, in writing, to witness or verify commissioning test(s).

### **Step 7 – Testing approval/rejection**

We notify you of our approval or rejection of the interconnection. If we do not approve the interconnection, you may take corrective action and ask that we re-examine your interconnection request.

### **Step 8– Billing & Settlement Process**

We move your billing account to the rates that are appropriate for interconnected distributed generation at the beginning of the next billing cycle.

Richland Electric Cooperative  
Board Policy No. 313

SUBJECT: Electric Inspection

OBJECTIVE: To clearly define the requirements for inspection certificates or electrical Contractor affidavits.

POLICY: The Cooperative requires that all members installing new or rebuilt electric services provide adequate proof of compliance with National, State, and local electrical codes.

Commercial or Industrial Services

Prior to making electrical energy available to new or rebuilt electric services the Cooperative requires all commercial or industrial services owners to provide a certificate of compliance which has been executed by a commercial electrical inspector licensed by the State of Wisconsin.

Residential Services

Prior to making electrical energy available to new or rebuilt residential electric services the Cooperative requires all residential service owners to provide a certificate of compliance which has been executed by the inspection authority having jurisdiction.

Prior to restoring electric energy to residential services where the cooperative has been requested to disconnect service to accommodate any changes or additions to electrical system on the premises, a certificate of compliance which has been executed by the inspection authority having jurisdiction as required for one and two family dwellings shall be provided.

Other Services

Prior to making electric energy available to new or rebuilt services that are not deemed residential, commercial or industrial which are 100 amperes or less shall provide a certificate of compliance which has been executed by a person licensed as an Electric Inspector by the State of Wisconsin unless specifically exempt from inspection under Wisconsin SPS 316.013. In cases of exemption an Affidavit of Compliance shall be provided to the Cooperative.

Cooperative Requested Certificate of Compliance

The Cooperative may, in its sole discretion, require a Certificate of Compliance which has been executed by either the inspection authority having jurisdiction, a person licensed as a Commercial Electrical Inspector by the State of Wisconsin or other person the cooperative deems competent for

Richland Electric Cooperative  
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any installation of service prior to making electric energy available or as a condition of continuing to provide electric energy.

Required Information

A certificate of compliance or Affidavit of Compliance shall include the owners name, owners address, address of the service location, type of service including voltage rating and ampacity rating and the AIC rating of the service disconnect. Such certificate shall also include the contractors name, date of installation and a statement of compliance.

The cooperative will allow, at the cooperative's sole discretion, emergency connections to be made without meeting the terms of this policy providing the owner makes a request in writing for such connections and provides proof of scheduled inspection within 20 days of such request.

RESPONSIBILITY: CEO & General Manager or Operations Manager

BOARD ADOPTED  
OR AMENDED ON:  
8/1/2018

Richland Electric Cooperative  
Board Policy No. 322

SUBJECT: Interconnected Distributed Generation (DG) for Qualifying Facilities

OBJECTIVE: To provide standard guidelines and procedures for Members/Applicants and Richland Electric Cooperative (“Cooperative”) personnel regarding DG systems and to ensure safety, reliability, and consistent application of the requirements of the “Public Utility Regulatory Policies Act of 1978,” as amended, and all regulations lawfully promulgated thereunder (“PURPA”), along with any other applicable laws and regulations.

POLICY: **I. General Policy**

A. This policy describes the Cooperative’s process and requirements for interconnection with a member-owned DG facility that meets the definition of a Qualifying Facility under PURPA, and prescribes a fair, reasonable and nondiscriminatory procedure through which a Qualifying Facility may interconnect with the Cooperative. The Cooperative may, but is not obligated to, permit interconnection in accordance with this policy for any DG facility that does not meet the requirements for a Qualifying Facility under PURPA.

1. A “Qualifying Facility” is either a cogeneration facility or a small power production facility that meets the requirements of Section 201 of PURPA, and which has received certification from Federal Energy Regulatory Commission (FERC) or which has completed the process established by the FERC for self-certification.

a. A qualifying cogeneration facility is a facility utilizing equipment for the production of electric energy and forms of useful thermal energy, such as heat or steam, that are used for industrial, commercial, heating or cooling purposes, through the sequential use of energy. A qualifying cogeneration facility must meet the criteria specified in 18 C.F.R. § 292.205 and such other applicable rules and regulations promulgated pursuant to PURPA.

b. A qualifying small power production facility is a generating facility where the primary energy source of the facility must be biomass, waste, renewable resources, geothermal resources, or any combination, with 75 percent or more of the total energy input coming from these sources, whose power production capacity (together with the power production capacity of any other small power production facilities that use the same

Richland Electric Cooperative  
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energy resource, are owned by the same person(s) or its affiliates, and are located on the same site) does not exceed 80 MW.

2. The Cooperative, consistent with its policy of encouraging innovation in the energy field and with the requirements and objectives of PURPA, asserts its willingness to:

- a. Interconnect with Qualifying Facilities;
- b. Operate in parallel with Qualifying Facilities;
- c. Purchase all energy generated and made available by Qualifying Facilities at the Cooperative's avoided cost rate, and, unless otherwise agreed to by the Cooperative, will also purchase such capacity as made available by Qualifying Facilities at the Cooperative's avoided cost rate only if the Cooperative actually requires additional capacity over its planning horizon;
- d. Provide retail electric service to all Qualifying Facilities who become members of the Cooperative.

B. The guidelines and procedures established by this policy are supplemented and further defined by such procedures, rules, and specifications as may be set forth in the Cooperative's Interconnection Application and Interconnection Agreement, as the same may be amended by the Cooperative from time to time.

C. Sales to Member-Qualifying Facilities shall also be subject to the terms of rate schedules applicable to the class under which those Members receive electrical service from the Cooperative, as the same may be amended by the Cooperative from time to time.

D. Unless otherwise specified herein, or in the applicable Interconnection Application or Interconnection Agreement, all interconnected DG systems are governed by the same policies and procedures in place for the general membership as established by the Cooperative's Board of Directors, as the same may be amended from time to time.

Richland Electric Cooperative  
Board Policy No. 322

**II. CONDITIONS FOR INTERCONNECTION**

- A. Any individual or entity wishing to interconnect with the Cooperative's electric system shall become a Member of the Cooperative in accordance with the Bylaws of the Cooperative and such other policies established by the Cooperative's Board of Directors.
- B. Any Member wishing to operate generating facilities in parallel with the Cooperative's system shall first complete an Interconnection Application and sign an Interconnection Agreement providing for adherence to the Cooperative's rules and regulations, as they may be modified by the Cooperative from time to time.
- C. Prior to interconnection, the Member shall provide the Cooperative with sufficient information to permit the Cooperative to determine whether the proposed facility meets the requirements for a Qualifying Facility under PURPA. For all Qualifying Facilities larger than 1 MW in size, this shall include furnishing the Cooperative with the Qualifying Facility's current Form 556 on file with the FERC.
- D. If in the Cooperative's opinion, the proposed facility does not meet the requirements of a Qualifying Facility under PURPA, or the requirements specified within this policy, the Interconnection Application, or the Interconnection Agreement, the Cooperative may deny the Member/Applicant's request for interconnection and shall provide the Member/Applicant with a written explanation of the reasons for its position.
- E. If in the opinion of the Cooperative, the Member fails to conform to this Policy, including operating generating facilities in a manner that is non-qualifying under PURPA, the Cooperative will no longer be obligated to purchase any energy or capacity made available by the Qualifying Facility and may require that Member to disconnect the generating facility from the Cooperative's system. In the event the member fails to immediately comply with a disconnect notice received from the Cooperative, the Cooperative reserves the right to make such disconnection and to discontinue electric service to the Member as the Cooperative may deem necessary.



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**III. INTERCONNECTION REQUIREMENTS**

- A. Prior to the interconnection of a Qualifying Facility, the Member/Applicant shall submit plans to the Cooperative for its review to assure compliance with all applicable policies, rules, laws, regulations, and other requirements for interconnection. This review shall not be construed as permission to interconnect with the Cooperative's system. Written authorization to interconnect shall only be granted by the Cooperative after demonstration of such compliance has been made to the Cooperative's satisfaction. This authorization shall not relieve the Member/Applicant from legal responsibility for installing, operating and maintaining facilities in a satisfactory, safe, and legally-compliant manner.
- B. The Member shall furnish, install and maintain all additional wiring and equipment required for the installation of the Qualifying Facility and the appropriate service metering equipment except such meter as may be furnished and installed by the Cooperative at the expense of the member, to be determined by the Cooperative as part of its review of the Interconnection Application.
- C. Prior to interconnection, the Member shall provide written certification from a contractor or electrical inspector possessing licensure satisfactory to the Cooperative that the facility is compliant with the latest edition of the National Electric Code (NEC), the National Electric Safety Code (NESC), all State and local ordinances and all building codes.
- D. The Member shall reimburse the Cooperative for its incremental cost resulting from interconnecting with the Qualifying Facility. The incremental interconnection cost shall include all reasonable costs of connection, switching, metering, transmission, distribution, safety provisions and administrative costs incurred by the Cooperative directly related to the installation and maintenance of the physical facilities necessary to permit interconnected operations with the Qualifying Facility, to the extent such costs are in excess of the corresponding costs which the Cooperative would have incurred had it not interconnected.

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- E. Employees and authorized representatives of the Cooperative have the right to enter upon Member's property at any reasonable time to ensure the generating facility's continued compliance with applicable policies, rules, laws and regulations and the accuracy of its meters. Such inspection by the Cooperative shall not relieve the Member from the responsibility of installing, operating, and maintaining the facilities in a satisfactory and safe manner.
- F. In order to provide adequate safety to the Cooperative's employees when performing operation and maintenance on the Cooperative's system, it is essential that a means be available to positively disconnect the DG facility from the system such that there is no possibility that the facility could backfeed through the service transformer and energize the primary system. Consequently, the Member shall furnish and install an Underwriter's Laboratory (UL) listed disconnect switch which shall be located between the DG facility's automatic disconnect device and the Cooperative's system. The location of the switch shall be approved by the Cooperative and shall be housed in an approved enclosure which can be secured with a padlock or locking device. Where feasible, the Cooperative may permit the use of the service transformer disconnect, in place of the Member furnished disconnect switch.
- G. The Cooperative reserves the right to open the disconnect switch (i.e., isolating the DG facility) without prior notice to the Member for any of the following reasons with written notification of disconnection as soon thereafter as practical:
1. System emergency and/or maintenance operations require such action.
  2. A potentially hazardous condition relating to the facility is discovered.
  3. The operation of the facility interferes with the quality of service provided to other Members and/or the operation of the Cooperative's system.

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**IV. ELECTRICAL REQUIREMENTS**

- A. Operation of the Qualifying Facility must not cause any reduction in the quality of service provided to other consumers nor interfere with the operation of the Cooperative's system. The Member shall be responsible for taking whatever corrective action might be required and/or reimbursing the Cooperative for the cost of corrective action which the Cooperative deems necessary to correct such negative effects on quality of service or operation of the Cooperative's system.
- B. The Member shall provide an automatic disconnecting device and/or method to disconnect the Qualifying Facility from the Cooperative's system in the event that there are outages or faults on the Cooperative's distribution system or within the Qualifying Facility. No less than every 3 years, the Member shall be responsible for having the disconnecting means tested by a certified electrician possessing licensure satisfactory to the Cooperative and shall provide the Cooperative with a certified copy of the test records. The Cooperative reserves the right to inspect or perform tests on the disconnecting means to assure proper operation. Such inspection by the Cooperative shall not relieve the Member from the responsibility of installing, operating, and maintaining the facilities in a satisfactory, safe, and legally-compliant manner.
- C. The Cooperative does not assume any responsibility for the safety and electrical protection of the Member's facilities irrespective of the condition of the Cooperative's facilities. The Cooperative shall not be liable to the Member for any damage to the Member's facility, including damage caused by disconnection of the Member's facility from the Cooperative's system by automatic devices or pursuant to the Cooperative's policies and procedures.
- D. The rated nameplate capacity of the Qualifying Facility (to be connected in parallel with a low voltage service) shall be no greater than 10 kilowatts (kW) for single phase installations, unless authorized in writing by the Cooperative. Unless an exception is authorized in writing by the Cooperative, all Qualifying Facilities with a rated nameplate capacity exceeding 10 kW shall require three-phase installations.

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- E. The electrical characteristics of the Qualifying Facility shall conform to the standards established by the Cooperative. The standards may include voltage, current, frequency, harmonics, and automatic synchronization, etc. Wherever possible the Cooperative will base its standards on industry wide standards.
  
- F. The Member shall endeavor to operate the Qualifying Facility as near unity power factor as possible. The Cooperative reserves the right to require the Member to install power factor correction equipment or reimburse the Cooperative for its cost of installing power factor correction equipment. The Member shall be responsible for any penalties or surcharges related to power factor set forth in the Cooperative's rate schedule applicable to the class under which the Members receives electrical service.

**V. RATES AND METERING**

- A. For all Qualifying Facilities with a rated nameplate capacity exceeding 20 kW, Cooperative will purchase energy and such capacity as the Cooperative actually requires over its planning horizon at the Cooperative's avoided cost rate. As an all-requirements wholesale customer of Dairyland Power Cooperative, the Cooperative's avoided cost rate is the same as the rate set by Dairyland.
  
- B. For Qualifying Facilities with rated nameplate capacity greater than 100 kW, the rates paid by the Cooperative for capacity and energy delivered to it from the Qualifying Facility shall be negotiated by the Member and Cooperative, but Cooperative is not obligated to pay a rate that exceeds its avoided costs. For all Qualifying Facilities with a rated nameplate capacity of 100 kW or less, the Cooperative will make available to requesting Members/Applicants the Cooperative's standard rates for purchases of energy and capacity, to be revised from time to time as determined by the Cooperative's Board of Directors. Unless otherwise determined by the Cooperative's Board of Directors, such standard rates for purchases shall not exceed the Cooperative's avoided costs.

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- C. Qualifying Facilities with a rated nameplate capacity of 20 kW or less may be eligible for net metering, subject to the other rules and conditions of Cooperative membership, including but not limited to the provisions of this policy. The Cooperative may purchase such excess energy produced by the Member's DG system at the rates and under the terms and conditions set forth in the Cooperative's standard rate schedules for purchase, appropriate for that Member's class of service. The Cooperative will sell to the Member whatever energy and capacity is requested including backup, supplemental, maintenance and interruptible power. All energy and capacity supplied to the Member by the Cooperative shall be paid for by the Member at the rates set forth in the Cooperative's standard retail rate schedule applicable to the class of service provided.
- D. The Cooperative will not provide "wheeling" for Qualifying Facilities with a rated nameplate capacity of 100 kW or less. For Qualifying Facilities with rated nameplate capacity exceeding 100 kW, the Cooperative may negotiate "wheeling" arrangements for which it may charge the Member a just, reasonable, and non-discriminatory transmission fee.
- E. The Cooperative will provide metering devices at the Member's expense, necessary to accurately record purchases of energy and capacity commensurate with the agreement between the Member and the Cooperative.
- F. The meter(s) shall be read at the same time and in the same manner as for other Members of the Cooperative in the same consumer classification or as mutually agreed between the Cooperative and Member. Metering records shall be available for inspection at all reasonable times.
- G. The Cooperative may credit payment for purchases against the Member's current bill for electric service or any past due amount owed the Cooperative by the Member.

**VI. OTHER REQUIREMENTS**

- A. Cooperative and the Members shall agree to protect, indemnify and hold harmless each other and their respective officers, agents and employees from any and all claims, demands, suits, liability and expense (including attorney's fees) brought by third parties and arising from negligent, reckless, and/or intentional acts or omissions of the indemnifying party, its employees or agents.

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- B. The Member shall procure and maintain general and contractual liability insurance in the amount of \$500,000 per occurrence or greater and shall name the Cooperative as an additional insured under the policy. The Member shall annually provide the Cooperative with proof of insurance and shall notify the Cooperative within 30 days of any termination or modification of the insurance coverage.

RESPONSIBILITY: CEO & General Manager

BOARD ADOPTED  
OR AMENDED ON:  
11/29/2016



**Richland Electric Cooperative**  
**1027 North Jefferson Street**  
**PO Box 439**  
**Richland Center, WI 53581**  
**608-647-3173**

**Rate Bulletin – Rider 760**

Rate Description: Renewable Distributed Generation Rate Rider

**Rate Schedule- Multiple**

**Effective Date: May 1, 2016**  
Amended August, 2018

**Application:** Applies to members that have completed the necessary requirements including, but not limited to; payment of fees, completion of inspections per Board Policy 313, filing of applications and execution of interconnection agreements, who are receiving energy under the following Rate Schedules: 001, 010, 020, 040. Participation in this rider is subject to the total capacity of all distributed generation connected to Richland Electric Cooperative’s distribution system not exceeding 1.5% of Richland Electric Cooperatives peak demand coincident with Dairyland Power Cooperative. No system with a capacity rating of greater than 20 kilowatts, actual or implied is allowed to participate. Only renewable energy sources can utilize this rate rider and all renewable attributes must be assigned to Richland Electric Cooperative.

**Type of Service:** Net Metered Renewable Generation Interconnected.

**Facility Charge:** N/A

**Energy Payment:**

In any month during the calendar year energy generated in excess of a member’s monthly usage as measured by the same meter as the interconnected generation shall be banked and may be used to offset the members energy charges accumulated on the same meter as the interconnected generation under applicable rate schedules for the remainder of the calendar year in which it was generated. KWH’s remaining in the members ‘bank’ on November 30th of each year shall be purchased from the member by the cooperative at its annual average avoided cost. Excess energy accumulated in the ‘bank’ may not be used to offset usage on other accounts or usage that is separately metered.

**Insurance Required:** A minimum of \$300,000 Liability Insurance as evidenced by a Certificate of Insurance. **Failure to have insurance in place at all times will immediately and without notice result in the member being ineligible for this Rate Bulletin and recalculation of all energy billings and credit from the date the insurance lapsed will occur and be billed accordingly.**

**Taxes:**

The rate set forth is based on taxes as of January 1, 2016 and the amount of any increase in existing or new taxes on transmission, distribution or sale of electricity allocated to sales hereunder shall be added to the rate as appropriate to be paid by the consumer.

**Terms of Payment:** This is a Rate Rider, all payments terms are defined in the applicable rate to which this rider is attached. Amounts due and payable may not be offset based on future potential generation. Member may request payment for any credit accrued due to net excess generation subject to recalculation and adjustment to the cooperatives avoided cost during any billing month.



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**1027 North Jefferson Street**  
**PO Box 439**  
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**608-647-3173**

<b>Rate Bulletin -900</b>	<b>Rate Description: Fee Schedules</b>
<b>Fee Schedule -900</b>	
<b>Effective Date: May 1, 2021</b>	

**Application.** Various non-refundable fees for various services.

<b>Construction Type:</b>	<b>Price</b>	<b>Description</b>
Engineering Fee	\$225.00	Fee for engineering review of line extension, service rebuilds, distributed generation interconnection
Basic Easement Preparation and Filing Fee	\$50.00 ea.	Per easement
Extended Easement Preparation Labor	\$100.00/hr	Cost for legal reviews, acquisition, negotiation, etc.
Distributed Generation Inteconnection Application Fee	\$125.00	Fee for reviewing application for interconnected DG. 20 Kw or less.
Interconnected Generation Application Review (PURPA)	\$175.00/hr Min. 10 hrs.	Rate for reviewing interconnections greater than 20Kw.
Disconnect Fee	\$75.00	Waived for accounts in good standing where reconnect not anticipated.
Connect or Reconnect Fee	\$75.00	
After Hours Reconnect (Non-Pay)	\$150.00	
Service Call (Minimum)	\$250.00	Calls where REC responded to power outage caused by member-owned equipment unnecessarily
Returned Check Fee	\$30.00	
Collection Charge	\$75.00	

**Taxes:**  
The rate set forth is based on taxes as of January 1, 2016 and the amount of any increase in existing or new taxes on transmission, distribution or sale of electricity allocated to sales hereunder shall be added to the rate as appropriate to be paid by the consumer.

**Terms of Payment:**  
The above rate is net and must be paid in advance based on estimates prepared by the Cooperative.

**All Rates Subject to all State and County Sales Tax**



**All Rates Subject to all State and County Sales Tax**



# Standard Distributed Generation Application Form(Generation 20 kW or less) Richland Electric Cooperative

R6027 (6-1-2021)

Richland Electric Cooperative  
1027 North Jefferson Street  
PO Box 439  
Richland Center, WI 53581  
608-647-3173

*Member must contact REC in advance of submitting this application & fees. REC will not authorize or release information to individuals or contractors without prior contact and authorization provided by REC member. Application will be rejected until Member has contacted our office.*

Application Fee: \$125.00

## 1. Contact Information -- The applicant is the party that is legally responsible for the generating system

Applicant's Last Name: \_\_\_\_\_ First: \_\_\_\_\_ Middle: \_\_\_\_\_

Applicant's Mailing Address:

Phone Number: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

### Emergency Contact Numbers for Responsible Party

Day Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_ Weekend Phone: \_\_\_\_\_

## 2. Location of the Generation System

Street Address:

Latitude - Longitude (optional): \_\_\_\_\_ County: \_\_\_\_\_  
(i.e. 49° 32' 06" N -- 91° 64' 18" W)

## 3. Electric Service Account Number

## 4. Applicant's Ownership Interest in the Generation System

Owner       Co-owner       Lease       Other \_\_\_\_\_

## 5. Primary Intent of the Generation System

Onsite use of power, or net energy billing       Commercial power sales to third party  
(Not Eligible for Net Metering-Other Form Necessary, Contact REC)

**6. Electricity Use, Production and Purchases**

- a. Anticipated annual electricity consumption of the facility or site: \_\_\_\_\_ (kWh)/yr.
- b. Anticipated annual electricity production of the generation system: \_\_\_\_\_ (kWh)/yr.
- c. Anticipated annual electricity purchases (i.e., (a) - (b)) \_\_\_\_\_ (kWh)/yr.\*

\* Value will be negative if there are net sales to the Public Utility.

**7. Installing Contractor Information**

Contractor Contact Name \_\_\_\_\_

Name of Firm: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Contractor's Mailing Address:

WI Licensed Master  
Electrician Name:

License Number:

Phone Number:

**8. Requested In-Service Date**

**9. Provide One-Line Schematic Diagram of the System:**

Schematic is Attached      Number of Pages: \_\_\_\_\_

**10. Generator/Inverter Information**

Manufacturer: \_\_\_\_\_ Model No.: \_\_\_\_\_

Version No.: \_\_\_\_\_ Serial No.: \_\_\_\_\_

Generation Type (select one):     Single Phase     Three Phase

Generation Type (select one):     Synchronous     Induction     Inverter     Other \_\_\_\_\_

Name Plate AC Ratings (select one):     \_\_\_\_\_ kW     \_\_\_\_\_ kVA    \_\_\_\_\_ volts

Primary Energy Source: \_\_\_\_\_

**Note: If there is more than one generator and/or inverter, attach an additional sheet describing each.**

**11. Site Plan Showing Location of the External Disconnect Switch (attach additional sheets as needed)**

Electronic submissions must submit drawings via email to dg@rec.coop- Application is not complete until submitted.

**12. Liability Insurance**

Carrier: \_\_\_\_\_ Limits: \_\_\_\_\_

Agent Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**The Applicant, (Site Owner or Operator, if different) shall provide a Certificate of Insurance, both demonstrating that this liability insurance is in place.**

**13. Design Requirements**

- a. Has the proposed distributed generation paralleling equipment been certified?  Yes  No
- b. If not certified, does the proposed distributed generator meet the operating limits defined in Wis. Admin. Code chapter PSC 119?  Yes  No

**For items 13(a) and 13(b), if your answer is yes, please furnish details (e.g., copies of manufacturer's specifications). If you do not know the answer, it is recommended you contact the equipment manufacturer for the answer and provide the same with the completed application.**

**14. Other Comments, Specification and Exceptions (attach additional sheets if needed)**

**15. Applicant and Installer Signature**

**To the best of my knowledge, all the information provided in this Application Form is complete and correct.**

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Installer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Cooperative Representative \_\_\_\_\_ Date: \_\_\_\_\_



**Distributed Generation Interconnection Agreement (20 kW or less)  
Richland Electric Cooperative**

R6029 (10/23/06)

Richland Electric Cooperative  
PO Box 439  
1027 North Jefferson Street  
Richland Center, WI 53581

*This agreement must be completed by Applicant and submitted to Cooperative along with associated fees after installation but prior to scheduling commission testing and interconnection.*

**This Distributed Generation Interconnection Agreement (the "Agreement"), is made and entered into this \_\_\_\_\_ (day) of \_\_\_\_\_ (month), \_\_\_\_\_ (year) by and between Richland Electric Cooperative hereinafter called "Cooperative" and \_\_\_\_\_ hereinafter called the "Applicant." Cooperative and the Applicant are hereinafter collectively referred to as the "Parties" and individually as a "Party."**

**Recitals**

- A. Cooperative is the owner of the electric distribution system serving \_\_\_\_\_ [Insert legal description of property or address] ("Cooperative's Distribution System").
- B. Applicant desires to install a Distributed Generation (DG) facility or energy storage device with a capacity up to 20 kW, including related interconnection equipment (the "DG Facility") and to interconnect the DG Facility to the Cooperative's distribution system.
- C. Cooperative has previously reviewed and approved Applicant's DG Interconnection Application Form (R6027), dated \_\_\_\_\_, and supporting materials (the "Application"). The completed Application is attached as Exhibit 1 and incorporated into this Agreement.
- D. Applicant wishes to interconnect the DG Facility to Cooperative's distribution system and Cooperative is willing to permit such interconnection subject to the terms and conditions set forth in: (1) Wisconsin Administrative Code Chapter PSC 119; (2) the completed Application approved by Cooperative; (3) Richland Electric Cooperative policies, rules, regulations and bylaws; and (4) this Agreement.
- E. No agency or partnership is created with the interconnection of the applicants DG Facility.

**Agreement**

NOW THEREFORE, in consideration of the foregoing Recitals and for good and valuable consideration, the Cooperative and Applicant agree as follows:

**1. Design Requirements.**

The DG Facility shall be installed in compliance with Wisconsin Administrative Code Chapter PSC 119 and conform to all applicable electrical codes including the current requirements of Wisconsin Administrative Code SPS 316.

**2. Applicant's Representations and Warranties.**

Applicant represents and warrants that:

- a. The DG Facility is fully and accurately described in the Application;
- b. All information in the Application is true and correct;
- c. The DG Facility has been installed to Applicant's satisfaction;
- d. The DG Facility and associated wiring installed has been inspected and is in compliance with all applicable codes;
- e. Applicant has been given warranty information and an operation manual for the DG Facility; and Applicant has been adequately instructed in the operation and maintenance of the DG Facility.

### **3. Interconnection Disconnect Switch.**

The Cooperative may require that the Applicant furnish and install an interconnection disconnect switch that opens, with a visual break, all ungrounded poles of the interconnection circuit. The interconnection disconnect switch shall be rated for the voltage and fault current requirements of the DG Facility, and shall meet all applicable UL, ANSI, and IEEE standards, as well as applicable requirements of the Wisconsin Administrative Code Chapter SPS 316. The switch enclosure shall be properly grounded. The interconnection disconnect switch shall be accessible at all times, located for ease of access to Cooperative personnel, and shall be capable of being locked in the open position. The Applicant shall follow the Cooperative's recommended switching, clearance, tagging, and locking procedures.

### **4. Modifications to the DG Facility.**

Applicant shall notify Cooperative of plans for any material modification to the DG Facility by providing at least twenty (20) working days advance notice. A "material modification" is defined as any modification that changes the maximum electrical output of the DG Facility or changes the interconnection equipment (e.g., changing from certified to non-certified devices or replacement of any component with a component of different functionality or UL listing). The notification shall consist of a completed, revised Application and such supporting materials as may be reasonably requested by Cooperative. Applicant agrees not to commence installation of any material modification to the DG Facility until Cooperative has approved the revised Application. The Cooperative shall indicate its written approval or rejection of any revised Application within twenty (20) working days after it receives the completed application and all supporting materials.

### **5. Insurance.**

Throughout the term of this Agreement, Applicant shall carry a liability insurance policy that provides protection against claims for damages resulting from (i) bodily injury, including wrongful death; and (ii) property damage arising out of Applicant's ownership and/or operation of the DG Facility under this Agreement. The limits of such policy shall be at least \$300,000 per occurrence or prove financial responsibility by another method acceptable, and approved in writing, to Cooperative. The failure of the Applicant or Cooperative to enforce the minimum levels of insurance does not relieve the Applicant from maintaining such levels of insurance or relieve Applicant of any liability. Prior to execution of this Agreement applicant shall provide Cooperative with a certificate of insurance containing a minimum 30-day notice of cancellation.

### **6. Indemnification.**

Subject to the limitations set forth in this Section, and to the extent allowable by law, Applicant shall indemnify, hold harmless and defend Cooperative, its officers, directors, employees and agents from and against any and all claims, suits, liabilities, damages, costs and expenses (including without limitation, reasonable attorneys and expert witness fees) for damage to property, or injury to, or death of, any individual, including the employees, officers, directors and agents of Cooperative or any other third parties, arising out of or as a result of any act or failure to act, whether negligent or not, pursuant to this Agreement or Applicant's interconnection to the Cooperative's distribution system. Notwithstanding anything in this Section or in any other provision of this Agreement to the contrary, the liability of each Party to this Agreement shall be limited to direct actual damages, and all other damages at law or in equity are hereby waived. Under no circumstances shall a Party be liable to the other Party, whether in tort, contract or other basis in law or equity for any special, indirect, punitive, exemplary, or consequential damages, including lost profits. Applicant's indemnification obligations under this Section and the limits upon each Party's respective liability shall continue in full force and effect notwithstanding the expiration or termination of this Agreement with respect to any event or condition giving rise to an indemnification obligation that occurred prior to such expiration or termination.

#### **7. DG Facility Commissioning Testing.**

Applicant shall notify Cooperative in writing that installation of the DG Facility is complete and that the interconnection equipment is available for testing by Cooperative at least fifteen (15) working days before Applicant interconnects the DG Facility with Cooperative's Distribution System. Cooperative shall thereupon have the right to test the DG Facility. Cooperative shall also have the right to witness any testing by Applicant of the DG Facility. Any Cooperative testing of the DG Facility shall be completed within ten (10) working days. If Cooperative waives its right to test the installed DG Facility by notifying Applicant in accordance with this Section, Applicant may interconnect the DG Facility to Cooperative's Distribution System upon the earlier to occur of the following: (a) notification by Cooperative; or (b) fifteen (15) working days after Applicant has notified Cooperative that installation of the DG Facility is complete.

#### **8. Access to DG Facility.**

Applicant shall permit (and, if the land on which the DG Facility is located is not owned by Applicant, cause such land owner to permit) Cooperatives's employees and agents to enter the property on which the DG Facility is located at any reasonable time for the purposes of inspecting and/or testing Applicant's DG Facility to insure its continued safe and satisfactory operation and the accuracy of Cooperative's meters. Such inspections shall not relieve Applicant from its obligation to maintain the DG Facility and any related equipment owned by Applicant in safe and satisfactory operating condition.

Cooperative shall have the right to witness any testing by Applicant of the DG Facility.

#### **9. Disconnection of a DG Facility to Permit Maintenance and Repairs.**

Upon reasonable notice by Cooperative, Applicant shall disconnect the DG Facility to permit Cooperative to perform routine repairs and maintenance to Cooperative's Distribution System, or to install modifications thereto.

#### **10. Disconnection of a DG Facility without Notice.**

When Cooperative so requests, Applicant shall discontinue operation of the DG Facility and Cooperative may isolate the DG Facility from Cooperative's Distribution System, upon any of the following

- a. Termination of this Agreement;
- b. If, in Cooperative's reasonable judgment, the DG Facility fails to comply with the Design Requirements specified in Wisconsin Administration Code §§ PSC 119.20 and PSC 119.25.
- c. In the event of an emergency on Cooperatives's Distribution System; or
- d. Upon any other breach of this Agreement or breach of any other agreement between the Applicant and the Cooperative by Applicant (a "Default"), that Applicant fails to remedy within ten (10) working days after receipt of written notice from Cooperative.

In the event of such disconnection, pursuant to b, c, or d above, the DG Facility shall remain isolated from Cooperative's Distribution System until, in the reasonable judgment of Cooperative, the DG Facility meets the Design Requirements, Applicant has cured any Default, and Cooperative's Distribution System is functioning in a safe manner. If Applicant fails to cure a Default within sixty (60) working days, Cooperative shall further have the right to terminate this Agreement without liability to Applicant for such termination.

#### **11. Disputes; Right to Appeal to Cooperative Board of Directors.**

Nothing in this agreement prevents Applicant from filing a petition with the Cooperative's Board of Directors to appeal any requirement imposed by Cooperative as a condition to interconnection of DG Facility, that Applicant alleges is unreasonable.

**12. Amendments; Non-Waiver.**

Any amendment or modification to this Agreement must be in writing and executed by Applicant and Cooperative. The failure of Applicant or Cooperative to insist on performance by the other Party of any provision of this Agreement shall not waive the right of the Party who failed to insist on performance to enforce the same provision at a later time.

**13. Term of Agreement.**

This Agreement shall become effective immediately upon the execution, by the Parties, and shall continue in effect until terminated by any of the following:

- a. Mutual written agreement of the Parties;
- b. Abandonment or removal of the DG Facility by Applicant;
- c. By Cooperative pursuant to Section 10 of this Agreement;
- d. By Applicant upon thirty (30) working days prior written notice given to the Cooperative

**14. Successors and Assigns.**

- a. Assignment by Applicant. Applicant shall not assign its rights and obligations under this Agreement in whole or in part without the prior written consent of Cooperative, which consent shall not be unreasonably withheld or unduly delayed. Cooperative may withhold its consent to any proposed assignment if the proposed assignee fails to assume the obligations of Applicant under this Agreement in writing.
- b. Assignment by Cooperative. The Cooperative shall have the right to assign this Agreement in whole upon written notification to the Applicant.
- c. Successors. This Agreement shall be binding upon the personal representatives, heirs, successors, and permitted assigns of the respective Parties.

**15. Applicant and Cooperative Signature.**

**IN WITNESS WHEREOF, Applicant and Cooperative have executed this Agreement  
as of the year and date first set forth above.**

Applicant Signature \_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_

Cooperative \_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_