



## Distributed Generator and/or Energy Storage System Interconnection Application

### Eligibility:

All Interconnection Members must submit a completed copy of this application to Holy Cross Energy's (HCE) Power Supply Department. HCE's review process is described in the Interconnection Procedure documents available on [www.holycross.com](http://www.holycross.com). Additional information may be required depending on the size and type of generation and/or storage being considered.

### Application Process:

The process for requesting interconnection of a DG and/or ESS to be operated in parallel with HCE's electrical distribution system is described below.

1. The Member of Record makes an Interconnection Request by submitting a completed application to HCE.

By mail to: Holy Cross Energy  
Attn: Renewables  
PO Box 2150  
Glenwood Springs, CO 81602

By e-mail to: [renewables@holycross.com](mailto:renewables@holycross.com)

2. HCE will acknowledge receipt of the Application and evaluate for completeness. If any required information is missing or additional information is needed, HCE will request the additional information.
3. HCE will perform an initial review using screens described in the Interconnection Procedures document.
4. Provided the criteria described are met, HCE will approve the Application and provide an executable Interconnection Agreement and REC Sale Agreement (if applicable).
5. After the Member, and/or installer, returns all required executed agreements, the Certificate of Completion, necessary proof of insurance, and other required documentation, HCE will schedule a witness test to install any required metering and to verify function of the inverter & that all safety requirements are met.
6. HCE will notify the Member, and/or installer, that interconnection is authorized, unless the witness test is not satisfactory. HCE may disconnect a generator until such time as the witness test is satisfactory.



## Distributed Generator and/or Energy Storage System Interconnection Application

**Member of Record:** This form must be signed and submitted by the member of record, or an agent on their behalf, for the Holy Cross Energy (HCE) account where the Distributed Generator (DG) and/or Energy Storage System (ESS) will be located. Proof of site control must be attached to this application (HCE Generator Interconnection Policy for further information) as necessary.

Member of Record: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Account Number: \_\_\_\_\_ Meter Number: \_\_\_\_\_

**Generation Facility Information:** System Expansion?  Yes  No

County: \_\_\_\_\_ Assessor Parcel #: \_\_\_\_\_

Property owner: \_\_\_\_\_ (must match county property records)

Permit Authority: \_\_\_\_\_ Permit #: \_\_\_\_\_

Estimated Installation Start Date: \_\_\_\_\_ Estimated HCE Inspection Date: \_\_\_\_\_

Installation Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_ (only required if different from mailing address)

**Installer or Designer:** (please provide any contact information for any additional Engineering Firms or Designers on a separate page)

Company: \_\_\_\_\_

Contact name: \_\_\_\_\_ NABCEP #: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Generator Owner** (if not Member of Record):

Company: \_\_\_\_\_

Contact: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

*Leased systems must provide a fully executed copy of the lease agreement with this application.*



**Inverter Information:**

Manufacturer	Model #	Qty	Voltage (V)	Current (A)

Inverter Type:  Single Phase  Three Phase      Are all inverters pre-certified per IEEE 1547 and UL 1741 SA  
 "Grid Support Utility-Interactive Inverter"     Yes  No

**Service Information:**

Service Entrance Size: \_\_\_\_\_ Amps (for retrofit, provide service disconnect rating)      Service Voltage: \_\_\_\_\_ V  
 Service Type:  Single Phase  Three Phase      Connected to load side of service disconnect?  Yes  No  
 Existing Service Disconnect in accessible outdoor location within 24" of net meter socket?       Yes  No

**Production meter socket:**

Manufacturer: \_\_\_\_\_ Model: \_\_\_\_\_ Form: \_\_\_\_\_

Describe proposed location: \_\_\_\_\_  
*Meter sockets must meet the requirements of Holy Cross' Consumer Service Facilities Metering and Use Guidebook.  
 Lockable, knife-blade style disconnect required for any system that is metered at 277/480V or is not self-contained.  
 A single meter must be installed to monitor proposed and existing generating facilities (for system expansions).*

**Generator information:**

Energy Source:  Solar  ESS  Wind  Hydro  Other ( \_\_\_\_\_ )  
 For photovoltaic generators, use the table below. For all others, provide a copy of the manufacturer specification sheet.

Manufacturer	Model #	Qty	Orientation (0 is south)	Tilt (0 is flat)

Location description: \_\_\_\_\_ (house roof, ground, etc)

**Sizing Information:**

Total nameplate capacity: \_\_\_\_\_ kW DC      Estimated Annual Production: \_\_\_\_\_ kWh  
 Estimated System Losses: \_\_\_\_\_% (excluding shading & snow)    Due to shading: \_\_\_\_\_%    Due to snow cover: \_\_\_\_\_% (annual)  
 ESS energy rating: \_\_\_\_\_kW max continuous\*(1-SOCmin)/kWh\*(1-SOCmin)  
 (where SOCmin = minimum state of charge as defined by the battery manufacturer)

Describe any other existing or planned power sources: \_\_\_\_\_

**New Construction:**

Planned floor area: \_\_\_\_\_ sq. ft.      Calculated maximum NEC Demand: \_\_\_\_\_ kW

Expected occupancy:  Full Time  Seasonal  Vacation

*HCE will not allow parallel generation at a temporary service. HCE will reject any application received for a major retrofit or new construction project for which a complete and approved load form has not been submitted.*



**Installer checklist:**

I have attached the following documents for review:

- Site plan
- Inverter specification sheet
- Evaluation Fee (\$\_\_\_\_\_ Check # \_\_\_\_\_)
- Renewable Requirements documentation
- One-line diagram (including any existing generators)
- Evidence of Insurance
- Lease agreement (if applicable)
- Photos of Service Meter and Exterior Service Disconnect

Signed: \_\_\_\_\_ (Installer)      Date: \_\_\_\_\_

**Interconnection System Owner Acknowledgement**

- All equipment is UL listed and factory new when installed and a one-line diagram has been provided to HCE.
- Applicant must provide evidence that General Liability Property Insurance is in place in the amounts specified in HCE’s Generator Interconnection Policy. For residential systems with an AC nameplate capacity of 10 kW and less, the minimum requirement is \$300,000. Requirements for other situations are available on HCE’s website at [www.holycross.com/generator-interconnect-policy](http://www.holycross.com/generator-interconnect-policy)
- A production meter capable of being read remotely using HCE’s standard metering interface will be installed prior to operation.
- System shall not be energized, except for testing purposes, until system has passed electrical inspection from the relevant permitting authority, an HCE final inspection has occurred, and any necessary metering equipment is installed or programmed as necessary.
- HCE does not guarantee the projected value of any electricity produced by the system. Changes in rates, rate structures, or net-metering policy could affect this value. Any such changes may apply to existing systems when implemented.

I hereby certify that, to the best of my knowledge, the information provided in this Application is true and that I am authorized to make changes to the listed HCE account. I have read and agree to abide by the HCE Interconnection Policy, thus if this generation system causes power quality to fall outside of HCE parameters, HCE has the right to disconnect the generator and/or my electrical service. I will provide HCE a signed copy of the Interconnection Agreement within 30 days of approval and Certificate of Completion when the generation system has been installed.

Member Signature: \_\_\_\_\_  
Name (Print): \_\_\_\_\_ Date: \_\_\_\_\_

Member Signature: \_\_\_\_\_  
Name (Print): \_\_\_\_\_ Date: \_\_\_\_\_



**Incentives for installation of Eligible Energy Resources:**

HCE makes certain incentives available to members who have installed certain types of Eligible Energy Resources in a net-metering configuration on a first come, first served basis. Payment of these incentives is subject to the availability of funding, the completion of all necessary documentation, and inspection of the installation premises.

DG systems constructed for compliance with local or county requirements are NOT eligible for standard incentives for that portion of their capacity associated with the requirement; however, any capacity in excess of the requirement may be eligible for the incentive. Documentation of the requirement from the applicable authority must be supplied to HCE prior to the issuance of any incentive payment. Failure to inform Holy Cross of a requirement will result in immediate forfeiture of all incentive payments.

If the following requirements are not met to Holy Cross’s satisfaction within 120 days of the receipt of this application, the incentive reservation will be canceled. The consumer may be eligible for incentives as available under the Holy Cross incentive program at the time the generator is completed, subject to the availability of funds.

1. Signed Application and any additional requested information must be provided to Holy Cross.
2. Designer or Installer of a photovoltaic system must be NABCEP accredited or if installed by a licensed electrical contractor, the generator as built must be approved by a NABCEP accredited company or individual prior to the utility inspection.
3. After the system is installed and inspected by the relevant permitting authority, HCE will perform a final inspection prior to approving the system for parallel operation.
4. All required documents must be provided to Holy Cross, including the following: Interconnection Agreement, Renewable Energy Credit Sales and Assignment Agreement, proof of state or county electrical inspection, insurance certificates, a detailed invoice, and any other documentation requested by Holy Cross.

**Purchase of Renewable Energy Credits:**

Holy Cross will purchase the Renewable Energy Credits generated by the system via an upfront payment. The Member of Record may choose to forego this payment and retain claims to any RECs generated by the generation equipment without affecting their other rights and responsibilities under Holy Cross’s Rules, Regulations, and Tariffs and the Interconnection Agreement.

- I agree to relinquish my claims to any REC that will be generated with my equipment in exchange for the REC Incentive offered by HCE at the time this application is received. I acknowledge that this incentive payment is contingent on the availability of funds and the return of a completed REC Sales and Assignment Agreement.

Estimated or contract installation price: \$\_\_\_\_\_ (required for reservation)

This system has been Installed to meet local jurisdictional requirement:  Yes  No

Required system capacity: \_\_\_\_\_ kW \*(Documentation Required)

- I will retain my claims to any REC that will be generated with my equipment and forego the incentives offered by Holy Cross.

Member Signature: \_\_\_\_\_  
Name (Print): \_\_\_\_\_ Date: \_\_\_\_\_

Member Signature: \_\_\_\_\_  
Name (Print): \_\_\_\_\_ Date: \_\_\_\_\_



**Incentive assignment (optional):**

The Member of Record may elect to assign the incentive payment (in whole) to the company responsible for the installation of the facilities associated with this application.

As evidenced by my signature below, I hereby direct Holy Cross Energy to make any applicable incentive payment to:

Recipient: \_\_\_\_\_

Contact name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State Zip: \_\_\_\_\_

Member Signature: \_\_\_\_\_

Name (Print): \_\_\_\_\_ Date: \_\_\_\_\_

Member Signature: \_\_\_\_\_

Name (Print): \_\_\_\_\_ Date: \_\_\_\_\_

I understand and agree that HCE is not liable for forfeiture of any incentive amounts due to changes in program structure, the action or failure to act of Member, or any of the Member's consultants, employees or contractors, including Recipient. I affirm it is my responsibility as a Member to contact Holy Cross Energy directly to determine eligibility for any incentives amounts, including but not limited to the ineligibility of installers who are not included on the HCE Preferred Solar Installer List - <https://www.holycross.com/renewable-energy-incentives/>

Member Signature: \_\_\_\_\_

Name (Print): \_\_\_\_\_ Date: \_\_\_\_\_

**Release of Information:**

I give my permission for HCE to discuss the status of my account and this application with the Installer or Designer noted. I release HCE of any and all liability for supplying such information, which shall be in effect until I provide a written request to HCE rescinding such permission, or any incentive payment is mailed.

Member Signature: \_\_\_\_\_

Name (Print): \_\_\_\_\_ Date: \_\_\_\_\_

Member Signature: \_\_\_\_\_

Name (Print): \_\_\_\_\_ Date: \_\_\_\_\_