

## Interconnection checklist for small system generators less than 25kW

**This checklist applies to solar only.**

**Before installing any equipment at a member's home:**

- Installers must obtain an approved permit from the governing county or city.
- CCEC MUST have a copy of the approved permit prior to installation.
- Application & interconnection agreement MUST be completed by member, including application fee of \$100.00. Fee will be applied to member's CCEC account under "Aid to Construction." The application, policies, and procedures are available at [www.ccemc.com/renewables](http://www.ccemc.com/renewables). Both documents, along with the installer's specification sheets, MUST be submitted to CCEC prior to the installation.
- Member MUST provide CCEC a copy of homeowner's insurance policy with liability coverage in the amount of at least \$100,000 per occurrence.
- CCEC and member will schedule site visit to develop work order and calculate remainder of cost for interconnection. Member will pay CCEC the remaining aid in construction cost for the interconnection. Those costs include, but are not limited to:
  - (3) UJ1-4 HH connectors 4 prong - \$62.44
  - (10) 2 TP URD SVC - \$13.73
  - (10) 350 TP URD SVC - \$55.61
  - 1 hr serviceman - \$165.02
- Member will schedule disconnection of the electrical service so that a junction can be installed in service allowing the second meter to be connected. To schedule disconnect contact CCEC customer service at (252)247-3107. A service order in the customer's name will already be established.
- CCEC will disconnect service and work with electrician to install junction and reconnect primary service when completed.

**After the above steps have been completed, installation can take place. After installation:**

- Member will have generator and interconnection inspected by the governing county or city inspectors office. Once installation has passed inspection, member will provide CCEC with a copy of inspection permit and "Certificate of Completion Form" (see page 16 of interconnection agreement).
- CCEC will schedule remaining work to connect generator service and set meter. Installation will be tested to verify no back-feed of generator during utility outage.
- Once installation is complete, CCEC will return a completed copy of the interconnection agreement to member.

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