



Simplified Interconnection Application Process and Instructions

(Please do not submit these pages with your application)

General Information

If you, the Interconnecting Customer, wish to submit an application to interconnect your generating Facility using the Simplified Process (reference Section 3.1 of the Interconnection Tariff for eligibility) please fill out the attached application form completely (not including this page of instructions), including your signature in the space provided. Interconnections that may be eligible for this Simplified Process include UL 1741-Listed inverter-based Facilities that are either (1) connecting to radial electric power systems with power ratings of ≤ 15 kW single-phase or ≤ 25 kW three-phase, or (2) connecting to spot network electric power systems with power ratings of ≤ 15 kW single-phase. Please attach any documentation provided by the inverter manufacturer concerning the UL 1741 listing provided by the manufacturer.

Mail all material to:

Unitil
Attention: Interconnection Applications
6 Liberty Lane West
Hampton, NH 03842

Or email to: generator@unitil.com

The Simplified Process is as follows:

- 1) Application process:
 - a) Interconnecting Customer submits a Simplified Application filled out properly and completely. Inverter technical information and an electrical One-line diagram of the system must be included with the application.
 - b) The electric utility (Company) acknowledges to the Interconnecting Customer receipt of the application within 3 Business Days of receipt.
 - c) Company evaluates the application for completeness and notifies the Interconnecting Customer within 10 Business Days of receipt that the application is or is not complete and, if not, advises what is missing.
- 2) Company verifies Facility equipment can be interconnected safely and reliably. In the event that the Facility fails Screen #5 in Figure 1, that is located in Section 3.0 of the Standards for Interconnection of Distributed Generation Tariff ("Interconnection Tariff"), as approved by the Department of Public Utilities (see Company's website for complete tariff), the Company shall have 20 Business Days to review the Interconnection Application to determine if the Facility can be interconnected safely and reliably.
- 3) If approved, the Company signs the application approval line and sends to the Interconnecting Customer. In certain rare circumstances, the Company may require the Interconnecting Customer to pay for minor System Modifications. If so, a description of work and an estimate will be sent back to the Interconnecting Customer for approval. The Interconnecting Customer would then approve via a signature and payment for the minor System Modifications. If the Interconnecting Customer approves, the Company performs the System Modifications. Then, the Company signs the application approval line and sends to the Interconnecting Customer.



- 4) Upon receipt of the signed application, the Interconnecting Customer installs the Facility. Then the Interconnecting Customer arranges for inspection of the completed installation by the local electrical wiring inspector, or other authority having jurisdiction, and this person signs the Certificate of Completion. If the Facility was installed by an electrical contractor, this person also fills out the Certificate of Completion.
- 5) The Interconnecting Customer returns the Certificate of Completion to the Company.
- 6) Following receipt of the Certificate of Completion, the Company may inspect the Facility for compliance with standards by arranging for a Witness Test. The Interconnecting Customer has no right to operate in parallel (interconnect) until a Witness Test has been performed or has been previously waived on the Application Form. The Company is obligated to complete this Witness Test within 10 Business Days of the receipt of the Certificate of Completion. If the Company does not inspect in 10 Business Days or by mutual agreement of the Parties, the Witness Test is deemed waived.
- 7) Assuming the wiring inspection, all Compliance Documentation, and/or Witness Test are satisfactory, the Company notifies the Interconnecting Customer in writing that interconnection is authorized. If any of the above are not satisfactory, the Company has the right to disconnect the Facility, and will provide information to the Interconnecting Customer describing clearly what is required for approval.

Contact Information: You must provide the contact information for the legal applicant (i.e., the Interconnecting Customer). If other parties are responsible for interfacing with the Company, you should provide their contact information as well.

Ownership Information: Please enter the legal names of the owner or owners of the Facility. Include the percentage ownership (if any) by any electric service company or public utility holding company, or by any entity owned by either. "Electric service company" is intended to mean and include any entity that is not eligible for net metering services under the net metering statutes, regulations, Department orders, and distribution company tariffs.

Generating Facility Information: Please consult an actual electric bill from the Company and enter the correct Account Number and Meter Number on this application. If the facility is to be installed in a new location, a temporary number may be assigned by the Electric Company.

Confidentiality Statement: In an ongoing effort to improve the interconnection process for Interconnecting Customers, the information you provide and the results of the application process will be aggregated with the information of other applicants, i.e. Interconnecting Customers, and periodically reviewed by a DG working group of industry participants that has been organized by the Massachusetts Department of Public Utilities (DPU). The aggregation process mixes the data together so that specific details for one Interconnecting Customer are not revealed. In addition to this process, you may choose to allow the non-identifying information specific to your application to be shared with the Working Group by answering "Yes" to the Confidentiality Statement question on the first page. Please note that even in this case your identification information (contact data) and specific Facility location will not be shared.

UL1741 Listed? The standard UL 1741, "Inverters, Converters, and Controllers for Use in Independent Power Systems," addresses the electrical interconnection design of various forms of generating equipment. Many manufacturers choose to submit their equipment to a Nationally Recognized Testing Laboratory (NRTL) that verifies compliance with UL 1741. This term "Listed" is then marked on the equipment and supporting documentation.

AC Rating: The peak and nominal AC power output rating of the individual inverter(s).



System Design Capacity: The system total of the inverter AC Ratings. If there are multiple inverters installed in the system, this is the sum of the AC Ratings of all inverters.

DC-STC rating (kW): The DC STC of all of the inverters of the Facility, regardless of the number of DC PV panels that are installed.



Terms and Conditions for Simplified Process Interconnections

- 8) Construction of the Facility. The Interconnecting Customer may proceed to construct the Facility once the Approval to Install the Facility has been signed by the Company.
- 9) Interconnection and operation. The Interconnecting Customer may operate Facility and interconnect with the Company's system once the following has occurred:
 - a) Municipal Inspection. Upon completing construction, the Interconnecting Customer will cause the Facility to be inspected or otherwise certified by the local electrical wiring inspector with jurisdiction.
 - b) Certificate of Completion. The Interconnecting Customer returns the Certificate of Completion appearing as Attachment 2 to the Agreement to the Company at address noted.
 - c) Company has completed or waived the right to inspection.
 - d) The Company has issued the Authorization to Interconnect.
- 10) Company Right of Inspection. Within ten (10) Business Days after receipt of the Certificate of Completion, the Company may, upon reasonable notice and at a mutually convenient time, conduct an inspection of the Facility to ensure that all equipment has been appropriately installed and that all electrical connections have been made in accordance with the Interconnection Tariff. The Company has the right to disconnect the Facility in the event of improper installation or failure to return Certificate of Completion. If the Company does not inspect in 10 days or by mutual agreement of the Parties, the Witness Test is deemed waived.
- 11) Safe Operations and Maintenance. The Interconnecting Customer shall be fully responsible to operate, maintain, and repair the Facility.
- 12) Access. The Company shall have access to the disconnect switch (if required) of the Facility at all times.
- 13) Disconnection. The Company may temporarily disconnect the Facility to facilitate planned or emergency Company work.
- 14) Metering and Billing. All Facilities approved under this Agreement qualify for net metering, as approved by the Department from time to time, and the following is necessary to implement the net metering provisions:
 - a) Interconnecting Customer Provides Meter Socket. The Interconnecting Customer shall furnish and install, if not already in place, the necessary meter socket and wiring in accordance with accepted electrical standards.
 - b) Company Installs Meter. The Company shall furnish and install a meter capable of net metering within ten (10) Business Days after receipt of the Certificate of



Completion if inspection is waived, or within 10 Business Days after the inspection is completed, if such meter is not already in place.

- 15) Indemnification. Except as the Commonwealth is precluded from pledging credit by Section 1 of Article 62 of the Amendments to the Constitution of the Commonwealth of Massachusetts, and except as the Commonwealth's cities and towns are precluded by Section 7 of Article 2 of the Amendments to the Massachusetts Constitution from pledging their credit without prior legislative authority, Interconnecting Customer and Company shall each indemnify, defend and hold the other, its directors, officers, employees and agents (including, but not limited to, Affiliates and contractors and their employees), harmless from and against all liabilities, damages, losses, penalties, claims, demands, suits and proceedings of any nature whatsoever for personal injury (including death) or property damages to unaffiliated third parties that arise out of, or are in any manner connected with, the performance of this Agreement by that party, except to the extent that such injury or damages to unaffiliated third parties may be attributable to the negligence or willful misconduct of the party seeking indemnification.
- 16) Limitation of Liability. Each party's liability to the other party for any loss, cost, claim, injury, liability, or expense, including reasonable attorney's fees, relating to or arising from any act or omission in its performance of this Agreement, shall be limited to the amount of direct damage actually incurred. In no event shall either party be liable to the other party for any indirect, incidental, special, consequential, or punitive damages of any kind whatsoever.
- 17) Termination. This Agreement may be terminated under the following conditions:
- a) By Mutual Agreement. The Parties agree in writing to terminate the Agreement.
 - b) By Interconnecting Customer. The Interconnecting Customer may terminate this Agreement by providing written notice to Company.
 - c) By Company. The Company may terminate this Agreement (1) if the Facility fails to operate for any consecutive 12 month period, (2) in the event that the Facility impairs the operation of the electric distribution system or service to other Customers or materially impairs the local circuit and the Interconnecting Customer does not cure the impairment, or (3) if the Interconnecting Customer does not substantially complete construction within 12 months after receiving approval from the Company. Notwithstanding the foregoing, the Company's right to terminate this Agreement under (3) above is subject to any claim of Force Majeure made by the Interconnecting Customer in accordance with, and subject to the limitations of, Section 3.7 of the Interconnection Tariff (as defined below).
- 18) Assignment/Transfer of Ownership of the Facility. This Agreement shall survive the transfer of ownership of the Facility to a new owner when the new owner agrees in writing to comply with the terms of this Agreement and so notifies the Company.
- 19) Interconnection Tariff. These Terms and Conditions are pursuant to the Company's Standard for Interconnection of Distributed Generation Tariff ("Interconnection Tariff"), as approved by the Department of Public Utilities and as the same may be amended from time to time. All defined terms set forth in these Terms and Conditions are as defined in the Interconnection Tariff (see Company's website for complete tariff).