

1. Reference the Independent Electricity System Operator (IESO) microFIT Rules. The microFIT participant shall submit their connection application on IESO's "My microFIT Home Page" website at <http://microfit.powerauthority.on.ca>
2. Orillia Power engineering department will co-ordinate the application process with IESO's prescribe time lines. MicroFIT participants can request information from Orillia Power about renewable generation connection process:
Contact: Engineering Department
Telephone: 705-326-2495
Email: info@orilliapower.ca
3. Participants shall submit a Request for Offer to Connect form, which can be downloaded from our website. Documentation required for processing:
 - a. Request for Offer to Connect form
 - b. Micro-generator Connection Assessment Form
 - c. Information of generator inverter and solar panels
 - d. Single Line Diagram (connection circuit diagram)
4. After assessing the submitted documents and available capacity on our distribution grid, Orillia Power will inform Independent Electricity System Operator of the decision for the connection of the proposed project. The participant will receive a letter from Orillia Power about this decision within the prescribe 90 days after submitting the above completed documentation.
5. If the application is approved, the project must receive ESA Authorization to connect within 180 days.
6. Orillia Power will issue a preliminary assessment report showing acceptable connection points, metering location, the scope of work and the deposit amount to complete the project.
7. Orillia Power will only allow parallel or direct connections to our distribution grid. Orillia Power requires the use of three phase power inverters when connecting parallel through an existing three phase service transformer to mitigate disturbances on the grid. Orillia Power upholds the quality of supply power to its customers and the connecting generator shall do the same.
8. The deposit amount consists of the meter cost and the labour to complete the connection. Following the instructions from the Orillia Power engineering department, a licensed electrician hired by the Micro-FIT participant shall complete the installation according to the site specific connection requirements.
9. When construction is completed, the participant shall obtain and provide the necessary proof of authorization to connect from the Electrical Safety Authority (ESA).
10. Orillia Power will notify the IESO of the connection date and the IESO will send the final contract papers to the generator.

11. Participant shall submit an Orillia Power Pre-Authorize Payment Plan form with a void cheque along with a signed Generator Account Setup form and Micro-Generator Connection Agreement.

Reference documents:

- (a) Refer to OEB, Distribution System code Appendix F for generation connection process.
http://www.ontarioenergyboard.ca/documents/dscappf_100304.pdf
- (b) Refer to OEB, Distribution System code Appendix F.2 for technical requirements for connecting distributed generation to Orillia Power Distribution grid.
- (c) Refer to OEB, Distribution System code Appendix E for standard contractual terms and conditions in connection to Orillia Power Distribution grid.
http://www.ontarioenergyboard.ca/documents/cases/EB-2005-0447/appendix_e_201206.pdf