

# Pre-Application Report Request

Persons interested in finding out the additional information regarding the interconnection of a distributed energy resource to the Utility's distribution system are to fill out this Pre-Application Report Request. The pre-application report request is to be filled out as completely as possible by the applicant. The Utility will provide the applicant with a Pre-Application Report within 15 business days once the completed Pre-Application Report Request and a \$300 fee is submitted to the Utility.

Distributed Energy Resource Information		
Project Address:		
City:	State:	Zip Code:
GPS Coordinates:	Nearby Cross Streets:	
Location of the Proposed Point of Common Coupling (e.g. transformer or pole number):		
DER Type ( <i>Check all that apply</i> ):		
<input type="checkbox"/> Solar Photovoltaic	<input type="checkbox"/> Wind	<input type="checkbox"/> Battery Storage
<input type="checkbox"/> Combined Heat and Power	<input type="checkbox"/> Solar Thermal	<input type="checkbox"/> Other (please specify)
Total Aggregate Nameplate Rating of Proposed DER System ( <i>kW AC</i> ):		
Phase Configuration of Proposed DER System	<input type="checkbox"/> Single	<input type="checkbox"/> Three
Service Voltage of Proposed DER System	Volts	
Will this be a stand-alone generator not interconnected to onsite load (not including station service)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

***Please attach copy of site map for proposed project and any additional information that may be helpful in fulfilling the pre-application request. Site map should include true north, proposed project location including general layout, proposed service point location and major roadways.***

For Office Use Only	
Date Received:	Application Fee Received: <input type="checkbox"/> Yes <input type="checkbox"/> No
Date Completed Pre-Application Report Sent to Applicant:	

Point of Interconnection – Additional Information	
Is the proposed interconnection to an existing service? (If no, applicant is to skip to the next section.)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Customer Name:	Customer Account Number:
Existing loads at site ( <i>kW AC</i> ):	
List future additional loads planned for at site ( <i>in kW AC</i> ):	

Project Contact Information		
Full Name:		
Name of Business:		
Street Address:		
City:	State:	Zip Code:
Email:	Phone:	

Payment and Agreement	
<p>There is a non-refundable \$300 fee for the construction of a pre-application report. By signing this document, I acknowledge and understand that:</p> <ul style="list-style-type: none"> <li>• Neither review of this application nor construction of any report shall begin until the full amount of the fee has been paid to the City of Olivia.</li> <li>• The Utility shall provide a report with only the available information on the proposed point of interconnection.</li> <li>• The information provided by the Utility may become outdated and not useful at the time of submission of a complete Interconnection Application.</li> <li>• The confidentiality provision as listed in Section 12.1 of the Overview Process of the Municipal Minnesota Distributed Energy Resource Interconnection Process apply.</li> <li>• Upon receipt of the report no guarantee is made by the Utility that a future Interconnection Application will be approved for this proposed site.</li> </ul>	
_____	_____
Applicant Signature	Date
<p><b>***Please print clearly or type and return completed along with any additional documentation***</b></p>	