

APPLICATION PROCESS

1	Inquire at TEI Help Desk to determine requirements.
2	Submit all requirements at TEI CWD for survey and inspection of RE Facility.
3	After survey, the application will be forwarded to our SPDD (System Planning & Design Department) for Distribution Impact Study (DIS). <i>Note: Based on the study, there maybe changes in our distribution facilities.</i>
4	Upon approval of the study, our technical team will conduct the testing and commissioning of RE Facility for the final approval of interconnection.
5	Upon approval of the RE Facility, sign the Net Metering Agreement at TEI CWD and issue a cashier's or manager's check payable to ERC (Energy Regulatory Commission) amounting to P1,500.00 for Certificate of Compliance Processing Fee.
6	Installation of Net-Metering Facilities.

LOCATION SKETCH

Net-Metering Application Form



Mabini St., Tarlac City
Tel. No. 982-5000
Fax No. (045) 982-2842
Email: cwd@tei.ph

I hereby certify that the foregoing information is true and complete. I understand that I will be responsible for all charges associated with the application. I agree to receive any information or advisory regarding my electric service thru the contact numbers and email address provided herein.

Furthermore, I will inform the company of any changes on the information herein provided that may occur in the future.

Applicant's Signature

REQUIREMENTS

- Letter of Intent to participate in Net-Metering Program
- Net-Metering Application Form
- Electrical Plan with Renewable Energy (RE) Modification signed and sealed by professional electrical engineer
- Electrical Permit for Net-Metering from City Engineers Office—Electrical Section at Tarlac City Hall
- Technical Specifications of RE Facility
- Certificates of RE Facility (proof that the facility passed the international standards such as IEC IEEE, and others)
- Energy Regulatory Commission (ERC) Certificate of Compliance (COC) Form No.1 & 2
- Community Tax Certificate (CEDULA)
- Two (2) Valid IDs, any of the following:
- Driver's License, Passport, PRC License, SSS ID, GSIS ID, Senior Citizen's ID, TIN ID, Postal ID, New COMELEC Voter's ID or Voter's Certification, Original NBI Clearance, Credit Card with photo & signature

RENEWABLE ENERGY FACILITY INFORMATION**TYPE OF RE FACILITY**

- Solar
- Wind
- Biomass
- Hydro
- Others: _____

NUMBER OF PHASE

- Single Phase (1Ø)
- Three Phase (3Ø)

Capacity Output (Watts peak)

Module/Panel Brand & Model

Rated Power Output (Watts peak)

Voltage Output (Volts DC)

Number of Pieces Installed

Inverter Brand & Model

Rated Power Output (Watts)

Voltage Output (Volts AC)

Number of Pieces Installed

RE FACILITY PROVIDER (Installation in Charge)

Name (Last Name, First Name M.I.)

Company Name

Complete Business Address

Mobile No.

Telephone No.

Fax No.

CUSTOMER ACCOUNT INFORMATION

Account Number

Account Name

SERVICE LOCATIONUnit No. Floor No.

Building / Apartment Name

Block No. Lot No. House No.

Street

Subdivision Name

Barangay

Nearest TEI Pole No. / TEI Customer / Landmark

DELIVERY OF STATEMENT OF ACCOUNT (SOA)

- Service Location
- Short Message Service (SMS)
- Email

HOUSE / BUILDING OWNERSHIP

- Owned
- Rented
- Others: _____

LANDLORD INFORMATION

Name (Last Name, First Name M.I.)

Complete Address

Mobile No.

Telephone No.

Fax No.

FOR RESIDENTIAL CUSTOMER**PERSONAL INFORMATION**

Name (Last Name, First Name Middle Name)

Birthdate (mm-dd-yyyy)

Civil Status

TIN

Email Address

Citizenship

Mobile No.

Telephone No.

Fax No.

Name of Spouse / Nearest Relative

Mobile No.

Telephone No.

EMPLOYMENT INFORMATION

- Employed
- Self-Employed

Employer / Business Name

Address

Position

Telephone No.

Fax No.

FOR COMMERCIAL CUSTOMER

Company / Business Name

Email Address

TIN

Mobile No.

Telephone No.

Fax No.

TYPE OF ORGANIZATION / BUSINESS

- Sole Proprietorship
- Partnership
- Corporation
- Government
- Others: _____

AUTHORIZED SIGNATORIES

Name (Last Name, First Name M.I.)

Home Address

Position

Telephone No.

Mobile No.

Signature _____

Name (Last Name, First Name M.I.)

Home Address

Position

Telephone No.

Mobile No.

Signature _____

AUTHORIZED REPRESENTATIVE

Name (Last Name, First Name Middle Name)

Home Address

Position

Telephone No.

Mobile No.

Signature _____