



# Major Customer Connection Enquiry Form

For the Connection of Load  $\geq$  1 MVA and/or HV Generators

Please complete all Mandatory Fields \* and include as much detail as possible to ensure we can meet your requirements.

## 1. REQUEST DETAILS

\*Service Type:  New Connection  Connection alteration / modification

National Metering Identifier (NMI): (where existing) \_\_\_\_\_

\*Connection Type (select multiple where required):

- Load Connection greater than 1 MVA - connecting under Chapter 5A of the NER
- High Voltage Embedded Generator less than 5 MVA - connecting under Chapter 5A of the NER
- High Voltage Embedded Generator less than 5 MVA - opting to connect under Chapter 5 of the NER
- High Voltage Embedded Generator 5 MVA and above - connecting under Chapter 5 of the NER

**Note:** Low Voltage (LV) Generator connections are not managed via this form, please use our [Customer Portal](#).

\*Service Requested

- Preliminary advice - seeking preliminary process and network information (Chapter 5A.D.2 or 5.3A.7)
- Technical Assessment - seeking planning report for a load  $\geq$  1 MVA or generation  $<$  5 MVA)
- Detailed Response to Enquiry - seeking detailed response to enquiry for a generator  $\geq$  5 MVA
- Site specific advice - please provide details in OTHER INFORMATION / COMMENTS)

Note: All services requested will incur a fee for service and a quote will be provided, with the exception of a Preliminary Advice. Quotes for services will be provided when available, but please be aware that quotes are indicative estimates only. The services to be performed are subject to economic regulation under the applicable energy laws and Energex will invoice for the maximum amount we are entitled to charge under those energy laws for the performed services.

## 2. ENQUIRER DETAILS

\*Enquiry from:  Retail Customer / Generator  Authorised Agent (for and on behalf of the Retail Customer / Generator)

Note: where this form is submitted by an Authorised Agent, the Authorised Agent Details section of this form is mandatory and must be completed in order for this form to be processed.

### 2.1. Retail Customer / Embedded Generator Details

Company Name: \_\_\_\_\_

ABN: \_\_\_\_\_ ACN: \_\_\_\_\_

Registered Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Mobile Phone: \_\_\_\_\_ Other Phone: \_\_\_\_\_

\*Email: \_\_\_\_\_

\*Postal Address: \_\_\_\_\_

Postal City: \_\_\_\_\_ Postal State: \_\_\_\_\_ Postal Post Code: \_\_\_\_\_

### 2.2. Authorised Agent Details

Type of Agent:  Consultant  Builder  Electrician



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Company Name:	_____		
ABN:	_____	ACN:	_____
Registered Address:	_____		
Contact Name:	_____		
Mobile Phone:	_____	Other Phone:	_____
*Email:	_____		
*Postal Address:	_____		
Postal City:	_____	Postal State:	_____
		Postal Post Code:	_____

### 3. PROPERTY AND LOCATION DETAILS

Site Name:	_____		
RP Number ID:	_____	Lot Number:	_____
GPS Latitude:	_____	GPS Longitude:	_____
*Physical Address:	_____		
Physical City:	_____	Physical State:	_____
		Physical Post Code:	_____
*Additional location details (i.e. restrictions, environmental, cultural, etc.):	_____		
Is the <i>retail customer / generator</i> the Registered Owner?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
If no, enter Registered Owner Name:	_____		

### 4. PROJECT DESCRIPTION

#### 4.1. Design & Construct Preference for Dedicated Customer Connection Assets

* Options (select one):	<input type="checkbox"/> Option 1 – Energex Network, construct and operate
	<input type="checkbox"/> Option 2 - Customer design, construct, and transfer asset ownership to Energex - DCT
	<input type="checkbox"/> Option 3 - Unsure at this stage

Please note: All shared network (used by more than one customer, including future use) will be designed, constructed, and owned by Energex.

#### 4.2. Connection Timing

*Temporary Building Supply Required?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
*Maximum Supply Demand (kVA):	_____	*Required by Date:	_____
*Required by Date - Permanent Electricity Supply:	_____		
*Details of Staging Time Frame and Other Construction Requirements? Provide details below			Yes <input type="checkbox"/> No <input type="checkbox"/>



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### 5. DEMAND

#### 5.1. Load Connection Details

\*Purpose of Industry / Load \_\_\_\_\_

\*Connection Voltage (kV): \_\_\_\_\_ \*AS3000 Calculated Demand \_\_\_\_\_ MW  W  Amp

Metering Provider / Responsible person - person responsible for the provision, installation, and maintenance of a metering installation: \_\_\_\_\_

\*Additional Maps, Site Plans or Diagrams Attached? Yes  No

\*Authorised Demand - highest 30min average demand expected after diversity for a 12-month period: \_\_\_\_\_

\*Energy Consumption - estimated per annum - exclude energy that is self-produced with generation, where relevant: \_\_\_\_\_

\*Anticipated average monthly maximum demand (kW): \_\_\_\_\_ \*Peak energy - proportion of total (%): \_\_\_\_\_

\*Anticipated Power Factor - at high load \_\_\_\_\_ Power Factor Correction to be Installed? Yes  No

#### 5.2. Significant / Disturbing Loads (e.g. Plant that produces harmonics, Large Motors, Welders, Thyristor Drives)

Disturbing Load Details: \_\_\_\_\_ Size: \_\_\_\_\_ MW  MVAr   
\_\_\_\_\_ Size: \_\_\_\_\_ MW  MVAr

Significant Load: \_\_\_\_\_

Refer to Attached Detail? Yes  No

#### 5.3. Other Development Types

Type of Plant- e.g. rolling mill, turbine gas/steam: \_\_\_\_\_

#### 5.4. Generating System Details

- Registration Category: (select one)
- Standing exemption from registration as a Generator (typically generators less than 5 MVA aggregated behind a connection point(s))
  - Intending to apply for an exemption from registering as a Generator
  - Intending to register with AEMO as a Generator
  - Registered with AEMO as a Generator or Intending Participant.

Registration Reference: (where applicable) \_\_\_\_\_

Existing Generation on Site? Yes  No

Existing Technology: Rotating Machine  Inverter Energy System (IES)  Hybrid (multiple technologies)

Existing Capacity (kVA): \_\_\_\_\_ Non-export  Full export  Partial export  Export (kW): \_\_\_\_\_

Total Generation Proposed (kVA): \_\_\_\_\_ Multiple technology / generation types: Yes  No

#### Proposed Systems:



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Please complete all Mandatory Fields \* and include as much detail as possible to ensure we can meet your requirements.

	Type	Energy Source/s e.g. Diesel, Wind, PV, Biogas, Battery)	# of units	Size (kVA)	Capacity (kVA)
1	Rotating Machine <input type="checkbox"/> IES <input type="checkbox"/>	_____	_____	_____	_____
2	Rotating Machine <input type="checkbox"/> IES <input type="checkbox"/>	_____	_____	_____	_____
3	Rotating Machine <input type="checkbox"/> IES <input type="checkbox"/>	_____	_____	_____	_____

Purpose of System	Standby or backup power <input type="checkbox"/>	Co-Generation <input type="checkbox"/>	Customer demand management <input type="checkbox"/>	Commercial – energy export and sale <input type="checkbox"/>
Mode of parallel Operation	<input type="checkbox"/> Momentary parallel operation	i.e. momentarily connects to and synchronises with grid for changeover between isolated mode and grid supply or vice versa (e.g., “make before break”, “seamless” or “bump-less” transfer)		
	<input type="checkbox"/> Parallel – Non-export	i.e. connects to and synchronises with grid for extended periods, but no power is exported to the grid		
	<input type="checkbox"/> Parallel – Export	i.e. connects to and synchronises with grid for extended periods and exports power to the grid		

<b>Forecasts:</b> Total hours of parallel operation (hrs)	_____	Maximum Export Power to Grid (kW)	_____	Energy Output per annum (kWh)	_____
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### 6. SPECIAL REQUIREMENTS

Requirements: \_\_\_\_\_

### 7. OTHER INFORMATION / COMMENTS

Comments: \_\_\_\_\_

Election being made under clause 5.3.4B(b1) of the National Electricity Rules) Yes  No

### 8. SUPPORTING DOCUMENTATION

Please confirm all relevant documentation in this section has been attached to this form as follows:

For loads seeking a planning report	<ul style="list-style-type: none"> <li>technical datasheets if relevant; for pumps, motors, and other disturbing plant including impedance details, if known as well as intended starting and operating schedules (e.g., starts per day, days per year);</li> <li>design drawings;</li> <li>schematics and switching sheet/table demonstrating that any break-before-make generating systems can be treated as off-grid (if relevant);</li> <li>survey plan of land lot/s showing the general arrangement of the site and preferred location for connection assets;</li> <li>anticipated transformer size (required for fault calculations);</li> </ul> <p>where relevant, include schematics and switching sheet/table that demonstrate that any break-before-make generating systems can be treated as off-grid.</p>	Attached <input type="checkbox"/>
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Please complete all Mandatory Fields \* and include as much detail as possible to ensure we can meet your requirements.

For generators < 5 MVA seeking a planning report

details of *your generating system*, including:

- for solar systems, the type of inverters, including:
  - certification to AS/NZS4777.2:2020 shall be required where LV inverters are to be used
  - tracking system details (e.g. fixed, single axis horizontal, single axis vertical or dual axis), with tilt angle information as relevant (e.g. 30°);
- for battery systems:
  - battery module unit data (nominal power, rated voltage, rated current, short circuit current, open circuit voltage and material);
  - system charging and discharge rates and duty cycle times, preferably 1 minute profile data in .csv or .xlsx format;
- for rotating machines, the type of machines, as well as the datasheets and impedance information (if known);
- single line diagrams for protection and operation;
- annual half-hour profile of power output (in .csv or .xlsx format);
- general arrangement of the generating systems, including your preference for the location of the dedicated connection assets (if any);

where relevant, include schematics and switching sheet/table that demonstrate that any break-before-make generating systems can be treated as off-grid.

Attached

For generators  $\geq$  5 MVA seeking a Detailed Response to Enquiry

- details of your requirements and the specifications of the facility to be connected (NB this must be consistent with the requirements we advised to you in the *preliminary response* to enquiry in satisfaction of Schedule 5.4A(a)-(c) of the NER (refer technical sections – i.e. protection systems, monitoring and control, insulation, fault levels, switching/isolation, synchronising, metering installations));
- details of your reasonable expectations of the level and standard of service of power transfer capability that the distribution system should provide; and
- details of your generating system, including:
  - number, size and type of inverters, turbines, or rotation machines;
  - for solar systems, PV module unit data (nominal power, efficiency, rated voltage, rated current, short circuit current,) and total number of PV modules (and aggregate PV module capacity); tracking system details (e.g. fixed, single axis horizontal, single axis vertical or dual axis) and details of tilt angle as relevant;
  - for wind turbines, turbine unit data
  - for battery systems, battery module unit data (nominal power, rated voltage, rated current, short circuit current), and system charging and discharge rates and duty cycle times, preferably 1 minute profile data in .csv or .xlsx format;
  - for rotating machines, number, size and type of rotating machine, and impedance and/or datasheets, if known;
  - single line diagrams for protection and operation;
  - annual half-hour profile of power output (in .csv or .xlsx format);
  - general arrangement of the site, including the preferred location of the connection assets;
- design drawings;

Attached



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- if relevant, schematics and switching sheet/table demonstrating that any break-before-make generating systems can be treated as off-grid; survey plan of land lot/s showing the general arrangement of the site;
  - anticipated transformer size (required for fault calculations);
- anything else advised in the *preliminary response to enquiry* (if relevant).

## 9. ACKNOWLEDGMENTS

### 9.1. Retail Customer / Embedded Generator Acknowledgement

In submitting this connection enquiry, I/we acknowledge and agree to the following conditions:

#### Connections Assessment

The Retail Customer / Generator acknowledges and agrees:

- Energex processes connection enquiries in accordance with the negotiated connection process prescribed in the NER.
- Each connection enquiry is assessed as a standalone project having regard to the circumstances existing at the particular point in time (including, but not limited to, the System Strength Impact Assessment Guidelines published by AEMO (as applicable)).
- As we may be concurrently processing two or more connection enquiries in the same area of our distribution system, changes to the committed status of one of those projects may have a material physical, technical or financial impact on the works required for any other projects still progressing through the connection process. For example, such impacts may include: impacts on the relevant performance standards or other technical requirements with which a subsequent project may have to comply and in certain circumstances, imposing a requirement for the subsequent proponent to fund an augmentation of the distribution system.
- As a consequence, the information previously advised by us to you may change and may involve increased costs and delays to the expected timeframe for the connection of your project. For a connection under Chapter 5A - Load Connections  $\geq 1$  MVA, or Generators  $> 30$  kVA but  $< 5$  MVA

#### Confidentiality

Consistent with the obligations of confidentiality under the energy laws, you consent and agree that any information submitted as part of this Enquiry Form, or for the purpose of establishing or altering a connection to our distribution system, may be disclosed to our employees, contractors, sub-contractors and consultants to assist us in processing and managing your proposed connection (including this enquiry) on our behalf, and submission of this Enquiry Form is deemed to be consent to such disclosure.

In addition, and to facilitate transparency, Energex may disclose the following details relating to your proposed connection to third parties: the capacity requirements (covering import and export, as applicable), general project location, and relevant submission dates in the connection process.

If you do not consent to this additional right of disclosure, please tick this box

#### Signed for and on behalf of the Retail Customer / Generator by its authorised representative:

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### 9.2. Appointment of Authorised Agent

I/we (Retail Customer / Generator) authorise the Authorised Agent to act on our behalf in relation to the project the subject of this Connection Enquiry Form.

Retail Customer/ Generator Company: \_\_\_\_\_

Authorised Agent Company: \_\_\_\_\_

Authorised Agent Representative: \_\_\_\_\_



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I/We acknowledge and agree that:

1. if the Authorised Agent appointed above is a company or organisation, then any employee or representative of that company or organisation is authorised to act on behalf of the Retail Customer / Generator under this appointment;
2. any information or advice provided by my/our Authorised Agent may be relied upon by Energex as if it were information or advice provided by the Retail Customer / Generator and I/we will be bound by the actions of the Authorised Agent under this appointment;
3. any information or advice provided by Energex to my/our Authorised Agent may be treated as having been provided to the Retail Customer / Generator;
4. Energex is not required to enquire into the circumstances or validity of this appointment or of any request or instruction given by the Authorised Agent in accordance with this appointment; and
5. this appointment continues until I notify Energex in writing of its cancellation.

To the maximum extent permissible by law, I/we release Energex from any and all liability, loss or damage suffered or incurred as a result of Energex acting or relying on this appointment.

### Retail Customer/ Generator

Name: \_\_\_\_\_ Position: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Authorised Agent

Name: \_\_\_\_\_ Position: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
ABN: \_\_\_\_\_ ACN: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## 10. OTHER INFORMATION / COMMENTS

You will receive a reply from Energex acknowledging your enquiry has been received within 5 working days of receipt. This reply will normally be sent via e-mail and will detail any missing information required. Failure to provide this information will prevent in your enquiry from being progressed.

The reply will contain a Work Request number, this reference number is to be used in all future contact in regard to this specific project. The reply will also confirm that Energex is the correct Network Service Provider, or provide you with further information regarding the identity of the appropriate NSP where you should direct your enquiry.

Your enquiry will be processed under the National Electricity Rules (NER). You should take time to familiarise yourself with and understand your responsibilities under the NER, which can be found on Energex's website:

<https://www.ergon.com.au/network> or the Australian Energy Market Commission website:  
<https://www.aemc.gov.au/regulation/energy-rules>.

From this enquiry you will receive an 'enquiry response' which will provide an outline of costs, connection method and connection requirements. If you wish to proceed to a connection, a Major Customer Connection Application form will need to be forwarded to Energex with your relevant Work Request number, application fee and additional information.

When completed, please e-mail this form and supporting documentation to [majorcustomers@energyq.com.au](mailto:majorcustomers@energyq.com.au)