



# SOLAR ENERGY NET METERING SERVICE

## STEP-BY-STEP GUIDE:

### Step 1:

Contact a Woodruff Electric member services representative at (870) 633-2262 prior to purchasing any grid-tie equipment to ensure the system is compatible with net metering. Please review and familiarize yourself with the Arkansas Public Service Commission's Net Metering Rules at [http://www.apscservices.info/Rules/net\\_metering\\_rules.pdf](http://www.apscservices.info/Rules/net_metering_rules.pdf).

### Step 2:

Please complete the Application for Preliminary Interconnection and Site Review Request found at [www.woodruffelectric.com/netmetering](http://www.woodruffelectric.com/netmetering). Please email the completed application to [info@wecc.coop](mailto:info@wecc.coop) or mail to Woodruff Electric Cooperative, Attn: Engineering, P.O. Box 1619, Forrest City, AR 72336-1619

### Step 3:

Please provide design drawings or specifications from the manufacturer. If needed, Woodruff Electric will schedule your preliminary site visit.

### Step 4:

At least 30 days prior to connecting, submit the Standard Interconnection Agreement for Net Metering Facilities and Net Metering Facility Ownership Affirmation found at [www.woodruffelectric.com/netmetering](http://www.woodruffelectric.com/netmetering). Please note that Agreement must be received by Woodruff Electric at least 30 days prior to connecting. Please email the completed application to [info@wecc.coop](mailto:info@wecc.coop) or mail to Woodruff Electric Cooperative, Attn: Engineering, P.O. Box 1619, Forrest City, AR 72336-1619

### Step 5:

Woodruff Electric will schedule the site visit commissioning appointment. The interconnection should be left disconnected and out-of-service until the site visit is conducted.

### Step 6:

Upon approval, the Standard Interconnection Agreement will be signed by Woodruff Electric, and your account will be set up for net metering. Please review the FAQ below, especially the information on how bills will be handled with your account

## FREQUENTLY ASKED QUESTIONS:

### Q: What is net metering?

A: Net metering is the process of measuring the difference between electricity supplied by Woodruff Electric and the electricity generated by a grid-tie facility and fed back to the cooperative over the applicable billing period.

### Q: Where do I purchase the equipment?

A: Several companies provide turn-key net metering equipment and installation. Because the equipment is owned by the member, Woodruff Electric cannot recommend any brand or installer. However, Woodruff Electric does recommend to the member to contact a member services representative at (870) 633-2262, prior to purchasing any grid-tie equipment to ensure the system is compatible with net metering. For solar systems, Woodruff Electric recommends using an installer licensed for skylights and solar systems by the Arkansas Contractors Licensing Board.

### Q: Does Woodruff Electric pay for excess generation?

A: Excess kWh credits carry forward from month-to-month and have no cash value until applied to a future billing cycle. Excess kWh credits older than 24 months may be cashed out at the estimated average avoided cost of electricity if the sum to be paid is at least \$100.

### Q: Where can I find more information on net metering?

A: More information may be found by visiting our website at [www.woodruffelectric.com/netmetering](http://www.woodruffelectric.com/netmetering). Members with questions on net metering or the approval process may contact a member services representative at (870) 633-2262.

## QUESTIONS?

Call (870) 633-2262 and ask to speak to a Member Services Representative.

*Last Revised: November 19, 2018*



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## FAQ (CONTINUED)

**Q: What must I do to get a net metering facility approved by Woodruff Electric?**

A: Before Woodruff Electric approves a net metering facility, the following conditions must be met:

\_\_\_The net metering facility must use solar, wind, hydroelectric, geothermal, or biomass resources to generate electricity.

\_\_\_The net metering facility must have a generating capacity of no more than 25-kW or 100% of the highest monthly usage in the previous 12 months for residential use or 300-kW for any other use.

\_\_\_The net metering facility must be interconnected to a metered service billed under any of Woodruff Electric's metered rates. The Woodruff Electric account must be in the name of the owner of the net metering facility.

\_\_\_The net metering facility must be intended primarily to offset some or all of the net metering customer's requirements for electricity.

\_\_\_Additional services on the same premises are eligible for net metering provided the combined size of all net metering facilities for residential use does not exceed 25-kW or 100% of the highest monthly usage in the previous 12 months and the combined size of all net metering facilities for non-residential use does not exceed 300-kW.

**Q: What do I do if the property I purchase has an existing net metering facility?**

A: In addition to applying for service through Woodruff Electric Cooperative, members who purchase a net metering facility must complete the Net Metering Facility Transfer of Agreement and Ownership Affirmation form [www.woodruffelectric.com/netmetering](http://www.woodruffelectric.com/netmetering).

**Q: How is billing handled with a net metering facility?**

A: Any excess kWh generated by the net metering facility will reverse the kWh on the electric meter. If the electricity generated by the net metering facility is fed back to the cooperative and exceeds the electricity supplied by the cooperative during the billing period, then the member will receive a kWh credit for the accumulated net excess kWh to apply to next month's bill. Credits may accrue from month-to-month and do not expire. The member will not receive a special bill. The kWh credit will be maintained in Woodruff Electric's billing system. The monthly availability charge and minimum bill still applies even if no electricity is purchased from Woodruff Electric. At the request of the member, monthly excess kWh credits may be transferred to additional accounts in a rank order provided by the member. The additional accounts must be in the name of the member who owns the net metering facility. The member must provide the rank order of additional accounts at least 30 days prior to the first requested transfer, and the member only can make changes to the rank order one time in the calendar year. (See Net Metering Account Transfer Request form at [www.woodruffelectric.com/netmetering](http://www.woodruffelectric.com/netmetering).) If the additional accounts are not in the same billing cycle as the net-metered account, those accounts will be moved to a common billing cycle. The additional accounts do not have to be the same class of service. Excess kWh credits will be applied to the additional accounts up to the amount needed to net zero the kWh usage on each account in the rank order provided. Credit kWh will not be divided proportionately across the additional accounts, and the additional accounts cannot carry forward credit kWh from month to month. Each net meter facility must have its own rank order list of additional accounts. An account only can be assigned to one rank order list. Excess kWh credits do not expire. Credits older than 24 months may be cashed out at the estimated average avoided cost of electricity if the sum to be paid is at least \$100.

**Q: What are the net metering installation requirements?**

A: The net metering system is required to meet all local and national electrical codes, including National Electrical Code, the Institute of Electrical and Electronics Engineers, the National Electrical Safety Code and Underwriters Laboratory. For solar systems, the inverter must be UL 1741/IEEE-1547 compliant. Woodruff Electric assumes no liability or responsibility for the installation or operation of the net metering system because the cooperative does not inspect the equipment, wiring or installation beyond the interconnection to the meter. Member must submit a design drawing and product literature for Woodruff Electric's approval prior to the installation. Please contact a member services representative at (870) 633-2262, for more information. The member must complete and submit a copy of the standard interconnection agreement and ownership affirmation available by visiting the following website: [www.woodruffelectric.com/netmetering](http://www.woodruffelectric.com/netmetering). This is required for service at least 30 days prior to the planned interconnection. The interconnection agreement will be signed at the time the system is commissioned by Woodruff Electric. Once the equipment is installed, the member must contact Woodruff Electric to schedule a site visit for Woodruff Electric personnel to commission the installation. The net metering equipment must remain disconnected from the electric meter until the system is commissioned by Woodruff Electric. Woodruff Electric will verify two things at the time of the site visit – that the net metering equipment disconnects from the electric meter during a power outage and that the electric meter measures received kWh when the net metering equipment is feeding back to the cooperative.