

Group Net Metering Agreement Checklist
(From Administrative Rules 900 Section 909.05 etc.)

1. Host is the customer-generator for the project (i.e., the electric utility customer who owns, operates, or purchases power from the specific renewable energy source).

2. Host Contact Information:

- | | |
|---|--|
| <input type="checkbox"/> a. Name | <input type="checkbox"/> e. Service Address |
| <input type="checkbox"/> b. Billing Address | <input type="checkbox"/> f. Account Number |
| <input type="checkbox"/> c. Phone Number | <input type="checkbox"/> g. Meter Number |
| <input type="checkbox"/> d. Email Address | <input type="checkbox"/> h. Distribution Utility |

3. Member Contact Information for each Member:

- | | |
|---|--|
| <input type="checkbox"/> a. Name | <input type="checkbox"/> e. Service Address |
| <input type="checkbox"/> b. Billing Address | <input type="checkbox"/> f. Account Number |
| <input type="checkbox"/> c. Phone Number | <input type="checkbox"/> g. Meter Number |
| <input type="checkbox"/> d. Email Address | <input type="checkbox"/> h. Distribution Utility |

4. Procedure by which Host will handle payments and collections, or allocations, including:

- a. Allocate and **make** payments **to** Members, and the frequency and manner of payments.
- b. Allocate and **collect** payments **from** Members, and frequency and manner of collections.
- c. For groups electing on-bill crediting, the procedure by which on-bill credit percentage allocations will be determined, subject to the restrictions specified in 909.12 and 909.13.

5. Procedures by which Members may join and leave the Group:

- a. Addition of Members to the Group.
- b. Voluntary departure of Members from the Group.
- c. Involuntary removal of Members from the Group.
- d. Addition of a Member to be effective on the Member's first meter read date immediately **following** the new Member's addition.
- e. Departure of a Member to be effective on the Member's last meter read date immediately **following** the Member's departure date.
- f. Departing Members to receive their allocated share of any payments due from the Host and be responsible for their allocated share of any payments due to the Host, through the effective date of departure.

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- g. How payments are to be made between the Host and Members upon the departure of any Member must be described.
- h. Upon death of the Host or a Member, the meter(s) associated with the deceased Host or Member shall continue to be a part of the Group until removed according to the terms of the agreement or by order of a court with appropriate jurisdiction, **unless the agreement provides otherwise**. The legal representatives of a deceased Host or Member shall remain bound by the terms of the agreement, **unless the agreement provides otherwise**.
6. Dispute Resolution process must be specified which is **binding** (for example, binding arbitration, not just mediation or negotiation).
- a. Process for resolution of any disputes arising under the agreement involving the Host, its Members, or among Members, including disputes arising from member removal process.
- b. Process must not rely on the distribution utility, the Department of Energy, or the Public Utilities Commission.
7. For low-moderate income community solar project groups **and other groups electing on-bill crediting**, each member shall grant limited permission for the Host to obtain member load and account information from the distribution utility for the purposes of complying with 909.06 and 909.10.
8. The Host and each Member must **attest** that the information provided is true to the best of their knowledge and belief.
9. The Host and each Member must have signed the agreement.

Group Net Metering Agreement Notes:

1. Agreement not needed if host and member are the same person or the same entity.
2. A member that is **not participating in on-bill crediting** may sign an agreement with more than one host, but the portions of that member's load which are allocated to each host, when combined, shall not exceed that member's total load. A member in a group **participating in on-bill crediting** shall not be a member of more than one group at the same time.
3. No agreement shall in any way prohibit or restrict the members of a low-moderate income community solar project group who are residential end-user customers with household income at or below 300 percent of the federal poverty guidelines from leaving such groups, consistent with 909.13(d)(8).
4. No group member who is a residential end-user customer with household income at or below 300 percent of the federal poverty guidelines shall be charged or assessed any subscription fee, investment amount, termination fee, withdrawal charge, or other cost, expense, fee, charge, price, or other amount as a condition of his or her group membership.