



APPLICATION FOR THE CONNECTION OF EMBEDDED GENERATION

This application form is for connecting embedded generation (EG) and solar PV geysers to residential, commercial, or industrial electrical systems. Only City of Cape Town-approved grid-tied inverters are allowed for EG connections. [Visit the City's List of Approved Inverters](#).

By making an application and signing this form, the applicant gives consent to the processing of his/her/its personal information as reflected thereon, as understood in terms of the Protection of Personal Information Act, 2013, and to the further processing thereof internally within the City of Cape Town and to its contractors and service providers and its research partners, subject to the conditions of the said Act.

A separate "[Application for a new or modified electricity supply service](#)" form must also be completed where the City will replace the existing credit meter with an AMI meter under 100 Amp and applications bigger than 350kVA where a network study is required. Please note that registration is **required** for geysers connected to photovoltaic (PV) solar panels.

Please make sure your application adheres to the most recent "[Requirements for SSEG](#)" document before submitting your application.

All relevant sections must be completed.

ENQUIRIES AND FORM SUBMISSIONS

Customer Support Services: Area North	Customer Support Services: Area East	Customer Support Services: Area South
Electricity House City, Cnr Buitengracht & Hout Street, Cape Town, CBD: (tel) 021 444 1394/6 Email: electricityapplications.north@capetown.gov.za	Energy Head Office, Bloemhof Complex, Bloemhof Street Bellville; (tel) 021 444 8511/2 Email: electricityapplications.east@capetown.gov.za	First Floor, Wynberg Electricity Depot, Rosmead Avenue, Wynberg (tel) 021 400 4750/1/2/3 Email: electricityapplications.south@capetown.gov.za

A. PROPERTY OWNER

You, as the property owner, will need to provide the following details:

SERVICE LOCATION		PROPERTY OWNER	
ERF NUMBER		TITLE or COMPANY NAME	
PHYSICAL ADDRESS		FIRST NAME / REGISTRATION NO.	
		SURNAME / NAME OF PERSON REPRESENTING THE COMPANY	
TOWNSHIP / SUBURB / FARM		BUSINESS PARTNER NO.	
POSTAL CODE		MUNICIPAL RATES ACCOUNT NO.	

PROPERTY OWNER CONTACT DETAILS			
WORK NO		CELLPHONE NO	
EMAIL ADDRESS			

If no proxy exists all documentation will be sent to the email address as listed above

B. EXISTING ELECTRICAL SUPPLY DETAILS

Your installer will need to complete, or provide information for the following:

PROPERTY DISTRIBUTION BOARD MAIN CIRCUIT BREAKER					
AMPERE (A)		PHASE (Tick the appropriate box)	SINGLE	THREE	

PROPERTY EXISTING METERING DETAILS - All old type of meters will be replaced with new modern meter (if applicable)	
METER NO.	
METER TYPE (Conventional (credit)/ prepayment / bi-directional AMI)	

C. TYPE OF SSEG INSTALLATIONS

Please consult your installer if uncertain.

APPLICATION TYPE (Tick the appropriate boxes)									
RESIDENTIAL		COMMERCIAL / INDUSTRIAL							

NEW		REVISED APPLICATION	
SYSTEM MODIFICATION OR EXPANSION		CHANGE OF PROPERTY OWNER	

TYPE OF ENERGY SOURCE (Tick the appropriate boxes)	PV		WIND		LANDFILL		BIOMASS		BIOGASS		HYDRO	
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PLEASE CHOOSE TYPE OF EMBEDDED GENERATION / SSEG SYSTEM BEING APPLIED FOR (please tick)

Single line diagrams not required for residential and commercial connections up to and including 100 A.

1. GRID-TIED SSEG (See sheet 2 on following drawing link) Complete inverter and PV panels information below.										
Does the single line diagram comply with sheet 2 ?										YES <input type="checkbox"/> NO <input type="checkbox"/>
2. GRID-TIED HYBRID SSEG (See sheet 3 on following drawing link) Complete inverter, battery/ies and PV panels information below.										
Does the single line diagram comply with sheet 3 ?										YES <input type="checkbox"/> NO <input type="checkbox"/>
3. GRID-TIED BATTERY ONLY (See sheet 4 on following drawing link) Complete inverter and battery/ies information below.										
Does the single line diagram comply with sheet 4 ?										YES <input type="checkbox"/> NO <input type="checkbox"/>
4. SOLAR PV GEYSER SSEG (See sheet 5.1 and 5.2 on following drawing link)										
Does the single line diagram comply with sheet 5.1 OR 5.2 ?										SHEET 5.1 YES <input type="checkbox"/> NO <input type="checkbox"/>
SHEET 5.2 YES <input type="checkbox"/> NO <input type="checkbox"/>										
TOTAL RATING OF ALL THE INVERTERS INSTALLED (kVA) The sum of the name plate rating of all inverters.										
EXPORTING EXCESS POWER BACK INTO THE GRID ? (only applicable on options 1 & 2 above) (Tick the appropriate box)										YES <input type="checkbox"/> NO <input type="checkbox"/>
MAXIMUM EXPORT CAPACITY OF THE INVERTER/S TO THE GRID (kVA) (If applicable)										
IF NOT EXPORTING POWER, IS THERE A REVERSE FLOW BLOCKING DEVICE INSTALLED ? (Tick the appropriate boxes)										N/A <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/>
INDUSTRIAL AND COMMERCIAL ONLY Single line drawings must provided for all installation greater than 100 A.										
PRELIMINARY DESIGN - (NO BLOCK DIAGRAM ALLOWED) link to example drawings : Example Drawings										
Please attach a single line drawing showing major components, proposed point of common coupling, isolating and interfacing devices with City of Cape Town electrical network, protection schemes, customer electrical installation, operating characteristics, etc.										(tick here if drawing attached) → <input type="checkbox"/>
SITE PLAN										
Attach plan showing location and dimensions of intended installation infrastructure in relation to the existing buildings and property point of connection.										(tick here if drawing attached) → <input type="checkbox"/>
MAKE AND MODEL OF INVERTER - Please provide the exact manufacture & model number of the inverter as listed on the approved inverter list Only City-approved grid-tied inverters are permissible - Inverter list link										
MANUFACTURER				MODEL						
QUANTITY				PHASE (Tick the appropriate box)		SINGLE <input type="checkbox"/>		THREE <input type="checkbox"/>		
Please provide the following information if multiple types of inverters are used. (For additional inverter types, attach a separate sheet)										
MANUFACTURER				MODEL						
QUANTITY				PHASE (Tick the appropriate box)		SINGLE <input type="checkbox"/>		THREE <input type="checkbox"/>		
MAKE AND MODEL INFORMATION OF BATTERY/IES.										
BATTERIES INSTALLED - (please tick)										YES <input type="checkbox"/> NO <input type="checkbox"/>
MANUFACTURER				MODEL				kWh		
QUANTITY				TOTAL kWh				VOLTAGE (V)		
MAXIMUM CHARGING CURRENT Maximum AC current drawn from the grid (distribution board) by the inverter for the purpose of charging the batteries.										AMPERE (A) <input type="text"/>
MAKE AND MODEL INFORMATION OF PHOTOVOLTAIC (PV) PANELS.										
MANUFACTURER				MODEL						
QUANTITY				WATT PER PANEL				TOTAL WATT		
D. INSTALLER, ELECTRICAL CONTRACTOR AND ECSA PROFESSIONAL DETAILS										
INSTALLER DETAILS (appointed solar company or consulting engineers)										
INSTALLER										
ADDRESS										
		POSTAL CODE								
CONTACT PERSON										
WORK NO.				CELLPHONE NO.						
EMAIL ADDRESS										

ELECTRICAL CONTRACTOR (Person responsible for electrical installation work and Certificate of Compliance (COC)) Provide proof of registration as an electrical contractor with the Department of Labour.			
TITLE; NAME & SURNAME			
COMPANY		DEPARTMENT OF EMPLOYMENT AND LABOUR REGISTRATION NUMBER	
CELLPHONE NO		EMAIL ADDRESS	

ECSPA REGISTERED PROFESSIONAL^① DETAIL (Not applicable for solar PV geysers)					
NAME AND SURNAME		DISCIPLINE: RELATED ELECTRICAL AND ELECTRONIC FIELD			
REGISTRATION NO.	*REGISTRATION CATEGORY (Tick the appropriate box) →	Pr. Eng.	Pr. Tech. Eng.	Pr. Cert. Eng.	Pr. Techni. Eng.

*All SSEG installation sign-off: (Pr. Eng.) - Professional Engineer; (Pr. Tech. Eng.) - Professional Engineering Technologist; (Pr. Cert. Eng.) - Professional Certified Engineer. **Residential SSEG installations sign-off:** (Pr. Techni. Eng.) Professional Engineering Technician
Note: The details of the ECSPA registered professional shall be provided upfront as they are involved in the design of the system.
ECSPA professional sign-off is mandatory at the commissioning stage in accordance with Appendix 1 for grid-tied embedded generation.

E. DECLARATION AND PROXY

DECLARATION	
<p>I acknowledge that the City of Cape Town Energy Directorate will proceed with the review of this grid-tied embedded generation interconnection application. I understand that:</p> <ul style="list-style-type: none"> I acknowledge that if I have an old-type meter and I am not exporting power (residential only), it will be replaced with a new split-prepaid meter. I will have to pay for both in-house and outsourced engineering studies conducted as part of this review, should these be required; and a quotation for such work will be provided beforehand, allowing me to cancel or modify the application should I wish to do so. I further acknowledge that the City of Cape Town will provide this information to the National Energy Regulator of South Africa (NERSA) and other Distributors, as required. <p>I/we, the owner(s) of the property or appointed proxy, hereby declare that I/we have taken the necessary steps to ensure all information contained in this declaration form is correct. I/we further acknowledge and agree to comply with the provisions of the City of Cape Town Electricity Supply By-law and Conditions of Supply^②</p>	
SIGNED (PROPERTY OWNER / PROXY)^③	
DATE	
<p>If the property owner has assigned a proxy to apply on their behalf, the following proxy details section must be completed. Additionally, a copy of the completed proxy^④ form (Annexure 2 attached) and the ID of the designated individual must be attached to this application.</p>	
PROXY DETAILS	
FIRST NAME & SURNAME	
EMAIL ADDRESS	

① "ECSPA professional" refers to an electrical professional engineer, professional technologist, professional certificated engineer or professional engineering technician (domestic only) who is registered with the Engineering Council of South Africa (ECSPA).

② Available under Reference Documents at <http://www.capetown.gov.za/elecserviceforms>

③ Only the property owner may sign this declaration if no proxy is involved. Proof of property ownership must be attached to the application form. This can be a property rates account, title deed or proof of registration. If applying on behalf of the property owner(s), an approved letter of proxy must be attached to the application. If the owner is a private person, a copy of his/her identity document or passport must be attached to the declaration form. If the owner is not a private person, a copy of the business/trust/body corporate registration form must be attached to the declaration form, together with a copy of the signatory's identity document.

④ If the owner is a natural person, a letter is required wherein the property owner appoints the signatory as a proxy. The letter must be signed by the owner and accompanied by a copy of his/her identity document. If the owner is not a natural person, a resolution of the board (or equivalent strategic body, depending on the nature of the company) is required, authorising the signatory to sign on behalf of the company. The property owner's details should still be completed in the property owner section. The only change is in the declaration section where, in the case of a proxy, the owner's name is filled in without his/her signature and the proxy signs on behalf of the owner in the appropriate field. All other documentation required has to be submitted, including proof of ownership.

F. CLEARANCE BY OTHER CITY OF CAPE TOWN DEPARTMENTS (Approval letter required if applicable from the relevant department. See notes.)

- Notes:
- Energy Directorate will require prior written approval from the following departments, where applicable. Applications will not be considered until all relevant approvals have been obtained.
 - Planning and Building Development Management (Area offices) - Zoning/subdivision/building structure plans
 - City Health Specialised Services (021) 4003781 - Noise impact assessment and ventilation
 - City Health Specialised Services (021) 5905200 - Air pollution and quality (only applicable to fuel-burning technologies)
 - Photovoltaic (PV) SSEG applications will require approval from Planning and Building Development Management only if:
 - Rooftop installations:** PV panel(s) in its installed position projects more than 1.5m, measured perpendicularly, above the roof and/or projects more than 600mm above the highest point of the roof;
 - Installations on the ground: PV panel(s) in its installed position projects more than 2.1 meters above the natural/finished ground level.
 - PV SSEG applications typically do not require approvals for noise impact assessment and ventilation nor air pollution and quality.
 - Micro Wind Turbine - means 'wind turbine infrastructure' which has the following Restrictions:
 - Maximum blade diameter of 700m
 - Maximum height of blades above ground level of 2.5m if freestanding
 - Maximum height of blades above the roof of 1.5m when attached to the building and a minimum distance from the boundary wall of 2.5m.
 - Small-Scale Wind Turbine - means 'Wind Turbine Infrastructure' where the rotor axis is horizontal, and the overall rotor diameter does not exceed 3m; or where the rotor axis is vertical, and the power output does exceed 3 kW, but excludes a Micro Wind Turbine.
 - Wind Building Plans Requirements
Please note that building plan applications will be required for Small-Scale Wind Turbines. Building plan applications will not be required for Micro Wind Turbines.

APPENDIX 1 – GRID-TIED SSEG INSTALLATION COMMISSIONING REPORT

The Commissioning Report must be completed by an ECSA registered professional^① once you have received permission and your system has been installed. The following SSEG Commissioning Report must be submitted for each installation, confirming compliance with the City's requirements.

SITE DETAILS			
PROPERTY ADDRESS			
SUBURB		POSTAL CODE	
ERF NO.			
BUSINESS PARTNER NO.		MUNICIPAL RATES ACCOUNT NO	

CONTACT DETAILS	
PROPERTY OWNER	
CONTACT PERSON	
CONTACT TELEPHONE NO.	

SSEG DETAILS	
MANUFACTURER AND MODEL TYPE	
SERIAL NUMBER/S OF INVERTER/S	
TOTAL CAPACITY OF EMBEDDED GENERATION (kVA & PF)	
SINGLE-PHASE OR THREE-PHASE	

ELECTRICAL CONTRACTOR (Person responsible for electrical installation work and Certificate of Compliance (COC))			
TITLE; NAME & SURNAME			
COMPANY		DEPARTMENT OF EMPLOYMENT AND LABOUR REGISTRATION NUMBER	
CELLPHONE NO.		EMAIL ADDRESS	

INFORMATION TO BE ATTACHED			
FINAL COPY OF CIRCUIT DIAGRAM		APPLICABLE ELECTRICAL INSTALLATION CERTIFICATE OF COMPLIANCE IN TERMS OF SANS 10142-1	SIGNED CONTRACT FOR SSEG

COMPULSORY DECLARATION – TO BE COMPLETED BY ECSA REGISTERED PR ENG, PR TECH ENG, PR CERT ENG FOR ANY SSEG INSTALLATION OR PR TECHNI ENG FOR RESIDENTIAL SSEG INSTALLATIONS ONLY.	
THE SSEG INSTALLATION COMPLIES WITH THE LATEST EDITIONS AND RELEVANT SECTIONS OF NRS 097-2-1 AND SOUTH AFRICAN GRID CODES.	
THE LOSS OF MAINS PROTECTION HAS BEEN PROVED BY A FUNCTIONAL TEST CARRIED OUT AS PART OF THE ON-SITE COMMISSIONING (e.g. a momentary disconnection of the grid supply to the SSEG in order to prove that the loss of mains protection operates as expected.)	
PROTECTION SETTINGS HAVE BEEN SET TO COMPLY WITH THE LATEST EDITION OF NRS 097-2-1 AND THE MAXIMUM EXPORT CAPACITY OF THE INVERTER/S TO THE GRID HAS BEEN LIMITED BY APPROPRIATE HARDWARE OR SOFTWARE SETTINGS. (where applicable)	
SAFETY LABELS HAVE BEEN FITTED IN ACCORDANCE WITH THE LATEST EDITION OF NRS 097-2-1 AND SANS 10142-1	
THE GRID-TIED SSEG INSTALLATION COMPLIES WITH THE RELEVANT SECTIONS OF SANS 10142-1 AND AN INSTALLATION CERTIFICATE OF COMPLIANCE AND TEST REPORT FOR ELECTRICAL INSTALLATIONS, ARE ATTACHED.	
REVERSE POWER FLOW BLOCKING PROTECTION HAS BEEN INSTALLED AND COMMISSIONED TO PREVENT REVERSE POWER FLOW INTO THE ELECTRICITY DISTRIBUTION NETWORK (where applicable)	
COMMENTS (continue on a separate sheet if necessary)	

NAME AND SURNAME	
ECSA PROFESSIONAL ^① CATEGORY	
ECSA REGISTRATION NO.	
SIGNATURE	
DATE	

^①"ECSA professional" refers to an electrical professional engineer, professional technologist, professional certificated engineer or professional engineering technician (domestic only) who is registered with the Engineering Council of South Africa (ECSA).

APPENDIX 2 – PROXY FORM

Date: _____

I, _____ (property registered owner's name),
holding Identification Number / Company Registration Number _____
hereby authorise the representative, _____ (Representative's Full
Name and Surname), to act on my behalf in all matters related to this application with
the City of Cape Town.

This authorisation is applicable to: Property erf number _____ Suburb: _____

Effective from _____ (Start Date) to _____ (End Date).

Details of the Authorised Representative:

Representative ID number: _____

Name of the company (if applicable): _____

Representative Contact Details: _____

Email address of representative: _____

Signature of the Representative:

Please note that the representative is required to attach a certified copy of their
identification document for verification purposes.

Yours sincerely,

Owners full Name: _____

Owners Contact details: _____

Owners Signature:
