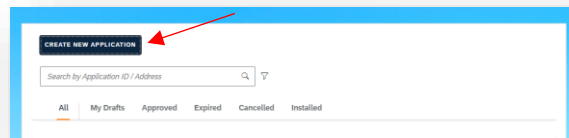


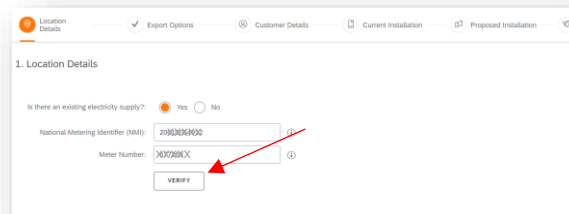
How do I create an application in SmartApply?

If you have already checked the options available and saved your application, you will need to find it on your dashboard and click “edit” to proceed. In that case start from step 6, otherwise start at the beginning.

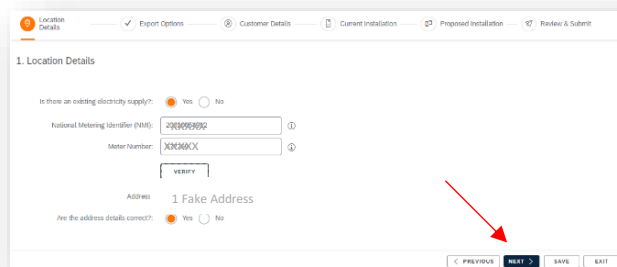
1. Click the “Create new application” button on the dashboard



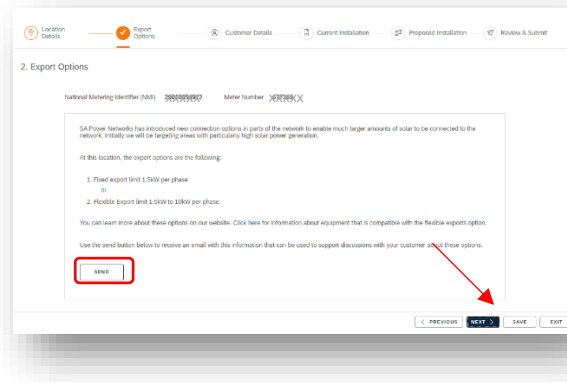
2. Enter the NMI and Meter number for the site, then click verify to check the address



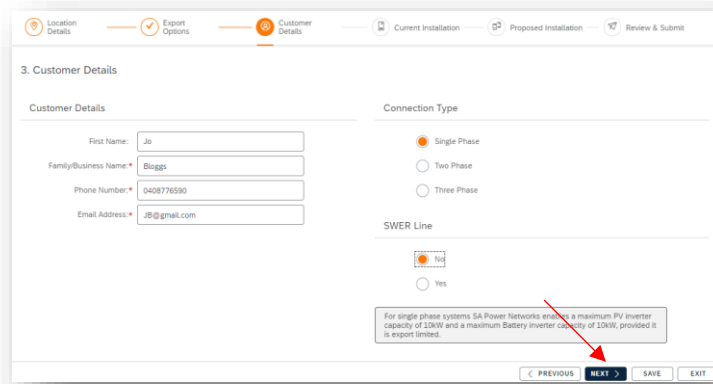
3. The address is displayed. Click Next if the address is correct



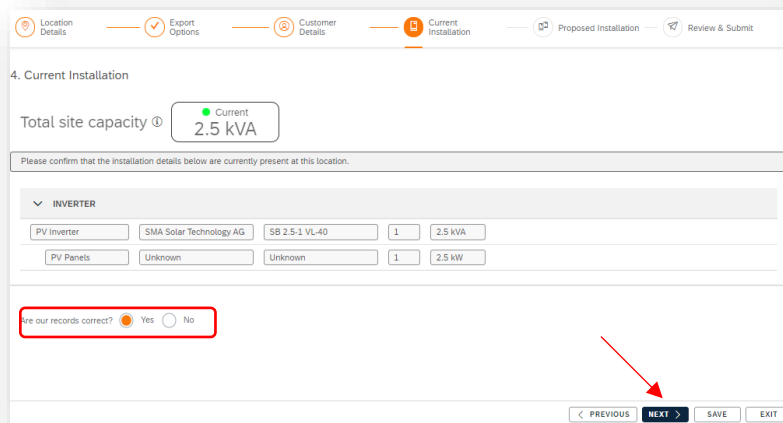
4. The export options available for the NMI are displayed. If more than one option is available, click the “send” button to receive the options by email, then click “save” so you can continue the application after discussing the options with your customer
5. If only one option is displayed, click “next” to continue



6. Enter the customer details and indicate whether it is a single, two or three phase connection type. If it is a single-phase connection type, you will also need to indicate whether it is a SWER line or not. Click “next” to proceed



7. If any existing equipment (either installed or approved) will be displayed. If the information is correct, you can simply proceed by clicking next. If it is incorrect, click “No” to be able to edit the information



8. If there is no existing equipment the “Proposed installation” page will be displayed. Click “Add inverter”

5. Proposed Installation

Total site capacity ① Current 2.5 kVA → Proposed 0 kVA

Please add the new installation details below.

No data

+ ADD INVERTER

5. Proposed Installation

Total site capacity ① Current 2.5 kVA → Proposed 0 kVA

Please add the new installation details below.

INVERTER REMOVE

Inverter Select Manufacturer Select Model 1 0

Select Device DELETE

+ ADD DEVICE

+ ADD INVERTER

9. Select the manufacturer from the drop-down box, then select the model

5. Proposed Installation

Total site capacity ① Current 2.5 kVA → Proposed 0 kVA

Please add the new installation details below.

INVERTER REMOVE

Inverter **SMA Australia Pty Ltd** 1 0

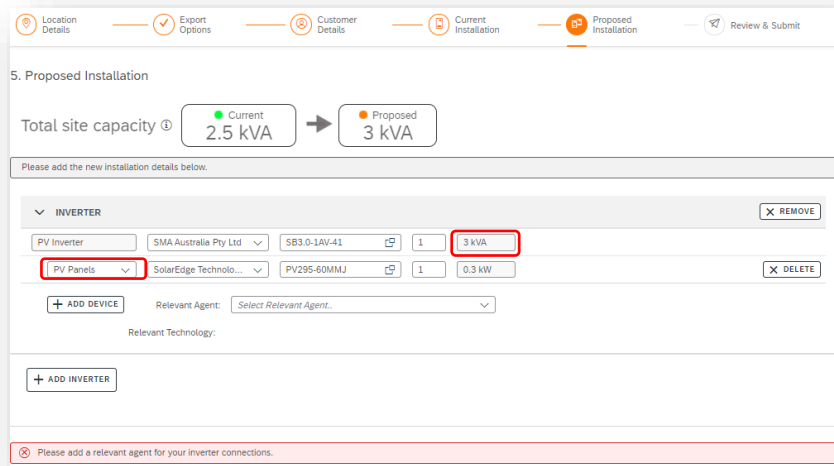
Select Device DELETE

+ ADD DEVICE

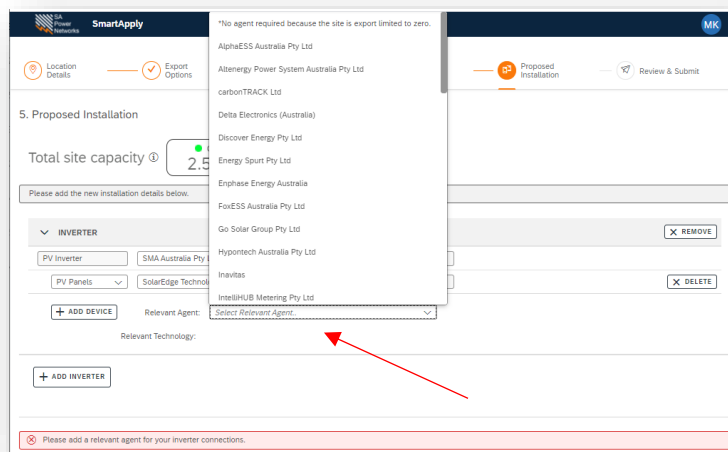
+ ADD INVERTER

SB1.5-1VL-40	1.5 kVA
SB2.5-1VL-40	2.5 kVA
SB3.0-1AV-41	3 kVA
SB4.0-1AV-41	4 kVA
SB5.0-1AV-41	5 kVA
SB6.0-1AV-41	6 kVA

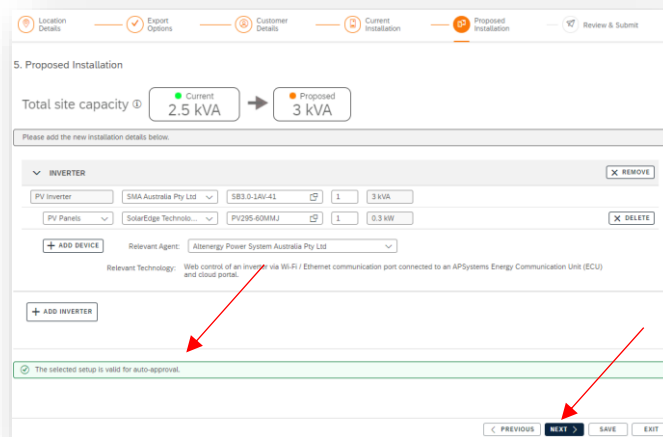
10. The form will automatically populate the kVa for the inverter. Next, select the manufacturer and model of the PV panels



11. You can continue to add devices or inverters, as required. You are required to select a relevant agent from the drop-down list.



12. Once you have entered the minimum required information a green banner message will let you know that the application is ready for auto approval. Click "Next" to review



13. The entire application is displayed. You can choose to edit any section, add supporting information. Agree to the terms displayed, and then click submit when ready.

The screenshot shows the 'Review & Submit' stage of an application. At the top, a progress bar indicates the following steps: Location Details (completed), Export Options (completed), Customer Details (current step), Current Installation (pending), Proposed Installation (pending), and Review & Submit (pending). The page is divided into three sections: Application Details, Location Details, and Customer Details. Each section has an 'EDIT' button. A red arrow points to the 'EDIT' button in the Location Details section.

6. Review & Submit

Application Details

Application ID: EGL160578 Applicant ID: michelle.kandliotis@sapowernetworks.com.au

Location Details

National Metering Identifier (NMI): 290220030 Address: 290220030 290220030 SA
Meter Number: N/A Congestion Check: Non-Congested

Customer Details

First Name: Jo Site Connection Type: Single Phase
Family/Business Name: Blogge SWER Line: No
Phone Number: 0408776590 Export Type: Normal Export (SKW)
Email Address: JB@gmail.com

The screenshot shows the 'INVERTER' configuration page. It features a table of components with 'REMOVE' and 'DELETE' buttons. Below the table is an 'Export limiting Device' field set to 'N/A'. A 'Total site capacity' section shows a transition from 'Current 2.5 kVA' to 'Proposed 3 kVA'. There is a text input field for 'Please provide any further information on the application;'. At the bottom, there are two checkboxes for agreeing to terms and conditions. A red arrow points to the 'SUBMIT' button.

INVERTER [X REMOVE]

PV Inverter	SMA Australia Pty Ltd	SB3.0-14V-41	1	3 kVA
PV Panels	SolarEdge Technologies ...	PV295-60MMJ	1	0.3 kW

Export limiting Device: N/A [EDIT]

Total site capacity: **Current 2.5 kVA** → **Proposed 3 kVA**

Please provide any further information on the application; [0/500]

I have read and agree to the [Small embedded generators model standing offer terms and conditions for basic connection services.](#)

I have read and agree to SA Power Network's [Consent for Relevant Agent Appointment Terms and Conditions.](#)

[< PREVIOUS] **SUBMIT** [EXIT]

14. The approved application will be displayed on your dashboard. An approval email will be sent to your email address and the customer address that you entered in step 6