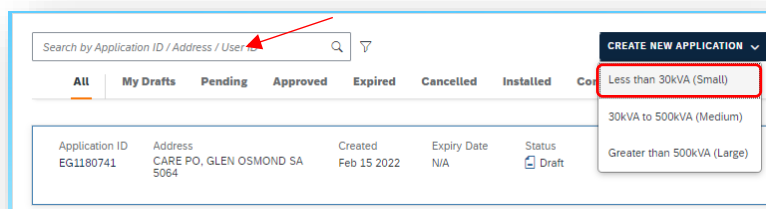


## How do I create an application in SmartApply?

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 5, otherwise start at the beginning.

1. Click the “Create new application” button on the dashboard and select the size of the EG



2. If there is an existing supply enter the NMI and Meter number for the site, then click verify to check the address

Note: For Small Embedded Generation (SEG) you can supply a NMI and Rex number if the meter is unknown.

The screenshot shows the 'Location Details' form. At the top, there are tabs for 'Location Details', 'Export Options', 'Customer Details', 'Current Installation', and 'Proposed Installation'. The 'Location Details' tab is active. Below the tabs, there is a section titled '1. Location Details'. Under this section, there is a question 'Is there an existing electricity supply?:' with two radio buttons: 'Yes' (selected) and 'No'. Below the radio buttons, there are two input fields: 'National Metering Identifier (NMI):' and 'Meter Number:'. Both fields contain redacted information. A red arrow points to the 'VERIFY' button at the bottom of the form.

FOR MEG and LEG:

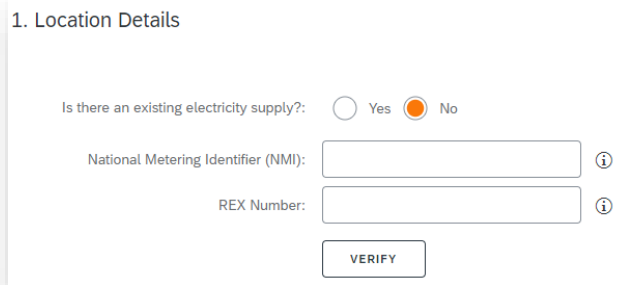
If the site has no supply, you can provide the address instead of NMI and Meter.

If the address is not listed select the option “allow me to supply my own”.

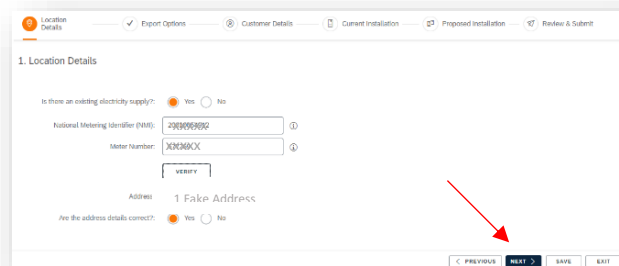
The screenshot shows the 'Location Details' form. At the top, there are tabs for 'Location Details', 'Export Options', 'Customer Details', 'Current Installation', and 'Proposed Installation'. The 'Location Details' tab is active. Below the tabs, there is a section titled '1. Location Details'. Under this section, there is a question 'Is there an existing electricity supply?:' with two radio buttons: 'Yes' and 'No' (selected). Below the radio buttons, there is a section titled 'Please provide the address:'. It contains a text input field with the placeholder 'Search...' and a button labeled 'The address is not listed - allow me to supply my own'.

FOR SEG:

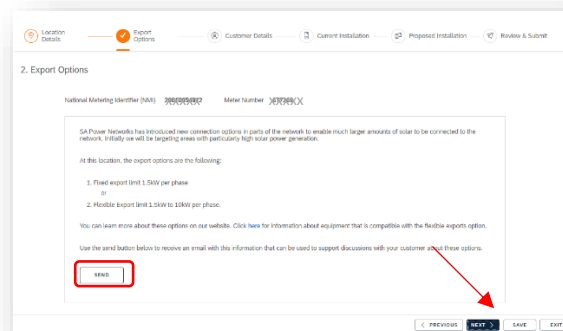
If there is no existing electricity supply. You will be prompted to enter the NMI and REX number



3. If you entered the NMI and meter instead of address, the address will be displayed. Click Next if the address is correct



4. For SEGs, 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. If only one option is displayed, click “next” to continue. This does not apply to MEGs or LEGs.



5. 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

For SEGs:

For MEGS / LEGS:

- Any existing equipment (either installed or approved) located at the site 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

7. If there is no existing equipment the “Proposed installation” page will be displayed. Click “Add inverter” for SEGs or “Add AC Connection” for MEGs and LEGs

For SEGs:

5. Proposed Installation

Total site capacity ⓘ

Current 2.5 kVA → Proposed 0 kVA

Please add the new installation details below.

No data

+ ADD INVERTER

5. Proposed Installation

Total site capacity ⓘ

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

For MEGs / LEGs:

The screenshot shows the 'Proposed Installation' step in the SmartApply application. The top navigation bar includes 'Location Details', 'Customer Details', 'Proposed Installation' (active), 'Project Details', and 'Review & Submit'. The main section is titled '3. Proposed Installation'. It displays 'Total site capacity' with a diagram showing 'Current 0 kVA' leading to 'Proposed 0 kVA', which then leads to 'Allowable Export: Site Capacity' with a power line icon. Below this, there is a red box around the '+ ADD AC CONNECTION' button and a 'RESET' button. A warning message states: 'The installation plan has not changed from the current site installation.' The 'Export limiting details' section has an 'Export (kW site total):' field set to '0'. At the bottom, there is an 'Admin Override' toggle set to 'OFF', an 'Applicant ID' field, and navigation buttons: 'PREVIOUS', 'NEXT', 'STATUS: DRAFT', 'SAVE', and 'EXIT'.

This screenshot shows the 'Proposed Installation' step with the 'AC CONNECTION' section expanded. It features a table with columns for 'Inverter', 'Select Manufacturer', 'Select Model', and a quantity field set to '1'. There are 'REMOVE' and 'DELETE' buttons for the table. Below the table is an '+ ADD DEVICE' button. The '+ ADD AC CONNECTION' and 'RESET' buttons are also visible. The warning message 'Please fill in all of the inputs for your installation plan.' is now red. The 'Export limiting details' section remains the same. The bottom navigation bar is identical to the previous screenshot.

8. Select the inverter type from the drop-down box

For SEGs:

The screenshot shows the 'Proposed Installation' step for SEGs. The top navigation bar includes 'Location Details', 'Export Options', 'Customer Details', 'Current Installation', 'Proposed Installation' (active), and 'Review & Submit'. The main section is titled '5. Proposed Installation'. It displays 'Total site capacity' with a diagram showing 'Current 0 kVA' leading to 'Proposed 0 kVA'. Below this, there is a red box around the 'INVERTER' dropdown menu, which has options for 'PV Inverter', 'Battery Inverter', and 'Hybrid Inverter'. There are also '+ ADD INVERTER' and 'RESET' buttons. The bottom navigation bar is identical to the previous screenshots.

For MEGs /LEGs:

- If the site is in a constrained area, you may be prompted, depending on the choice you have selected, to choose an export option. Notice that this choice may be prompted at other times, depending on the order in which you enter the data.

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

FOR LEGS:

If the AC connection device is not in the list, you will be able to select “Unknown” for the manufacturer and model when submitting the application, but the actual information will need to be completed before approval can be granted.

The screenshot shows the 'AC CONNECTION' section of a form. It includes dropdown menus for 'Inverter', 'Select Device', and 'Select Manufacturer'. A list of manufacturers is displayed, with 'Unknown' highlighted at the bottom. There are buttons for '+ ADD DEVICE' and '+ ADD AC CONNECTION'. A red error message at the bottom states: 'The total site capacity is less than 2.5 kVA. If the device you wish to use is not in the list, please ensure details of the device are correct. Please ensure details of the device are correct. Please ensure details of the device are correct.'

For LEGs:

Ensure that both device manufacturers / models are filled with either the real information or unknown. You will also need to manually edit the generation capacity that is being requested prior to proceeding to the next page of the application.

The screenshot shows the 'AC CONNECTION' section with two rows of device information. The first row is for a 'Battery Inverter' with 'Unknown' manufacturer and model, and a capacity of '1000 kVA'. The second row is for a 'Battery' with 'Unknown' manufacturer and model, and a capacity of '1 kWh'. There are buttons for '+ ADD DEVICE', '+ REMOVE', and '+ DELETE'.

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

The screenshot shows the 'Proposed Installation' section of the form. It displays 'Current' site capacity as 2.5 kVA and 'Proposed' site capacity as 3 kVA. Below this is a table for 'INVERTER' and 'PV Panels'. The 'INVERTER' row shows 'SMA Australia Pty Ltd' and 'S83.0-LAV-41' with a capacity of '3 kVA'. The 'PV Panels' row shows 'SolarEdge Technology' and 'PVI295-60MMJ' with a capacity of '0.3 kW'. There are buttons for '+ ADD DEVICE', '+ ADD INVERTER', '+ REMOVE', and '+ DELETE'. A red error message at the bottom states: 'Please add a relevant agent for your inverter connections.'

12. You can continue to add devices or inverters, as required. For non-SCADA sites you are required to select a relevant agent from the drop-down list if you have not opted for flexible exports.

SmartApply

Location Details | Export Options | Customer Details | Current Installation | Proposed Installation | Review & Submit

5. Proposed Installation

Total site capacity 2.5 kVA

Please add the new installation details below.

INVERTER

PV Inverter SMA Australia Pty Ltd 3.0 kVA

PV Panels SolarEdge Technology 0.3 kW

+ ADD DEVICE

Relevant Agent: Select Relevant Agent

Relevant Technology:

+ ADD INVERTER

Please add a relevant agent for your inverter connections.

13. Once you have entered all devices for the AC Connection or inverter, enter the export limiting device, and click next.

Location Details | Customer Details | Proposed Installation | Project Details | Review & Submit

Total site capacity 270 kVA

AC CONNECTION

PV Inverter Fronius Australia Pty Ltd Eco 27.0-3-S (454777-2 2020) 10 270 kVA

PV Panels FutureSun srl FU 330 M Next Pro 999 329.67 kW

+ ADD DEVICE

Relevant Agent: 369 Labs Pty Ltd

Relevant Technology: Modbus control of an inverter and A/C systems via 4G connection to a 369 Labs Bealbox device

+ ADD AC CONNECTION

Export limiting details

Export (kW site total): 270

Export limiting device: Select Export Limiting Device

If the device you wish to use is not listed, please contact [neverservices@apowernetworks.com.au](mailto:neverservices@apowernetworks.com.au) and request the device to be added. Please ensure details of the device, including manufacturer and model name are included.

Admin Override: OFF Applicant ID: michelle.kandloris@apowernetworks.com.au

PREVIOUS NEXT STATUS: DRAFT SAVE EXIT

14. For SEGs only: Once you have entered the minimum required information a green banner message will let you know that the application is ready for auto approval. Note that you may need to select an export limiting device if you have opted for Flexible Exports. Click “Next” to review. See Step [21](#)

Location Details | Export Options | Customer Details | Current Installation | Proposed Installation | Review & Submit

5. Proposed Installation

Total site capacity 3 kVA

Please add the new installation details below.

INVERTER

PV Inverter SMA Australia Pty Ltd SB3.0-14U-41 1 3 kVA

PV Panels SolarEdge Technology PV295-60MMJ 1 0.3 kW

+ ADD DEVICE

Relevant Agent: Atternergy Power System Australia Pty Ltd

Relevant Technology: Web control of an inverter via Wi-Fi / Ethernet communication port connected to an APSystems Energy Communication Unit (ECU) and cloud portal.

+ ADD INVERTER

The selected setup is valid for auto-approval.

PREVIOUS NEXT STATUS: DRAFT SAVE EXIT



15. For MEGS and LEGS only: The project details page is displayed. Tick the checkbox alongside PFC units if any will be included in the installation. PFC Details fields will be displayed, enter the manufacturer, make, capacity, quantity and indicate if it will be placed at the connection point. If manufacturer and model are not yet known, it is acceptable to enter “unknown” provided this information is supplied before the offer is accepted.

The top screenshot shows the '4. Project Details' section with the 'PFC Units' checkbox checked. Below it are checkboxes for 'Var Support' and 'Backup Generators'.

The bottom screenshot shows the '4. Project Details' section with the 'PFC Units' checkbox checked. It displays input fields for 'Manufacturer', 'Model', and 'Capacity (kVA)'. To the right is a 'Quantity' input field and a radio button question 'Is a PFC unit placed at the connection point?' with 'Yes' and 'No' options, where 'No' is selected.

16. For MEGS and LEGS only: Tick the checkbox alongside Var support if any will be included in the installation. Var support fields will be displayed, enter the manufacturer, model, and capacity. If manufacturer and model are not yet known, it is acceptable to enter “unknown” provided this information is supplied before the offer is accepted.

The screenshot shows the 'Var Support' section with the checkbox checked. It displays input fields for 'Manufacturer', 'Model', and 'Capacity (kVA)'.

17. For MEGS and LEGS only: Tick the checkbox alongside Backup generators if any will be included in the installation. Backup generator fields will be displayed, enter the manufacturer, model, and capacity. If manufacturer and model are not yet known, it is acceptable to enter “unknown” provided this information is supplied before the offer is accepted.

The screenshot shows the 'Backup Generators' section with the checkbox checked. It displays input fields for 'Manufacturer', 'Model', and 'Capacity (kVA)'. The 'Manufacturer' and 'Model' fields contain the text 'Unknown'.


18. For MEGS and LEGS only: Enter information about the site

The screenshot shows the 'Site Information' section. It displays input fields for 'Site Load (kVA)', 'Current Total Demand (kVA)', and 'Proposed Total Demand (kVA)'. There is also a dropdown menu for 'Proposed Connection Voltage' showing '230/240 volts'.

19. For MEGS and LEGS only: Enter information about the operating philosophy and describe how export limiting will be achieved, if applicable.

|  |       |
|--|-------|
| Operating philosophy (generating system and on-site load)  | 0/500 |
| <p>If applicable, how is export limiting achieved?</p> <p>EXAMPLE: The maximum export control system must operate to limit the export below the maximum specified value, also considering the specified ramp-rates. The protection relay will take readings of the incoming supply on site. The Data Manager is connected to the protection relay via Modbus/TCP and will use the protection relay CT as a meter. The Data Manager will hence monitor the power import/export to and from the grid via the protection relay. The Data Manager is connected to all inverters on site and controls their power output dynamically based on the grid reading.</p> |       |
| <p>0/500</p>   |       |

20. For MEGs and LEGs only: Enter the approximate date you expect the system energization to take place. Click Next

|   |                                    |   |            |                      |
|---|------------------------------------|---|------------|----------------------|
| Approximate date of system encephalogram: | <input type="text" value="MM/YY"/> |  | Feeder ID: | <input type="text"/> |
| CN Number:                                | <input type="text"/>               |   |            |                      |

[< PREVIOUS](#) [NEXT >](#) [STATUS DRAFT](#) [SAVE](#) [EXIT](#)

21. 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.

Location Details
 Export Options
 Customer Details
 Current Installation
 Proposed Installation
 Review & Submit

## 6. Review & Submit

Application Details

Application ID: EG1140578

Applicant ref: michelle.kandilotti@sapovetnetworks.com.au

Location Details

National Metering Site Identifier (NMI): XXXXXXXXXX  
 Meter Number: N/A

Address: 12 TROON ST NOVAR GARDENS SA  
 Congestion Check: XXXXXXXXXXXXXXXX  
 Non-Congested

Edit

Customer Details

First Name: Jo

Site Connection Type: Single Phase

Family/Business Name: Briggs

SWER Line: No

Phone Number: 040876590

Export Type: Normal Export (DNW)

Email Address: jrb@gmail.com

Edit

For SEGs:

INVERTER

X REMOVE

|             |                        |              |   |        |
|-------------|------------------------|--------------|---|--------|
| PV Inverter | SMA Australia Pty Ltd  | SBS D-LAO-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: 0/100

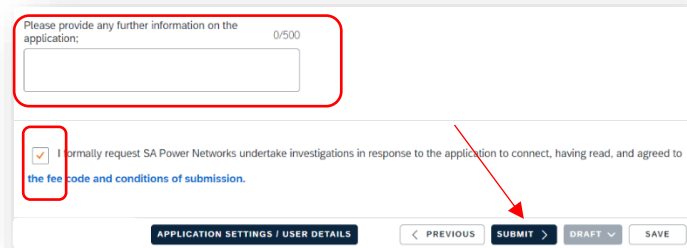
☐ I have read and agree to the [Small embedded generators model standing offer terms and conditions for basic connection services.](#)

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

PREVIOUS

NEXT

For MEGs and LEGs:



The screenshot shows a web form for creating an application. At the top, there is a text area labeled "Please provide any further information on the application;" with a character count of "0/500". Below this is a checkbox with a red box around it, containing the text "I formally request SA Power Networks undertake investigations in response to the application to connect, having read, and agreed to the fee code and conditions of submission." A red arrow points from this checkbox to the "SUBMIT" button in the bottom navigation bar. The navigation bar also includes buttons for "APPLICATION SETTINGS / USER DETAILS", "< PREVIOUS", "SUBMIT", "DRAFT", and "SAVE".

22. 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 [5](#)