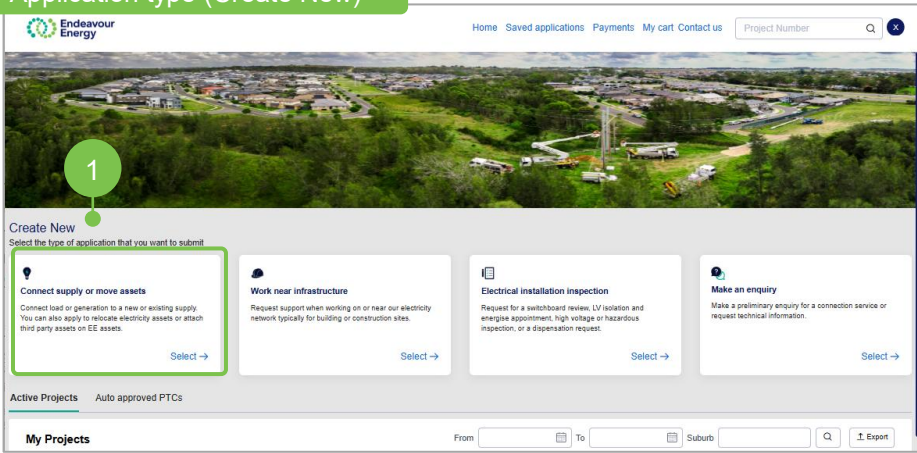


## About this guide

This guide covers the steps to submit a generic generator application on the Connections Portal. Variations in fields may be applicable.

### Application type (Create New)

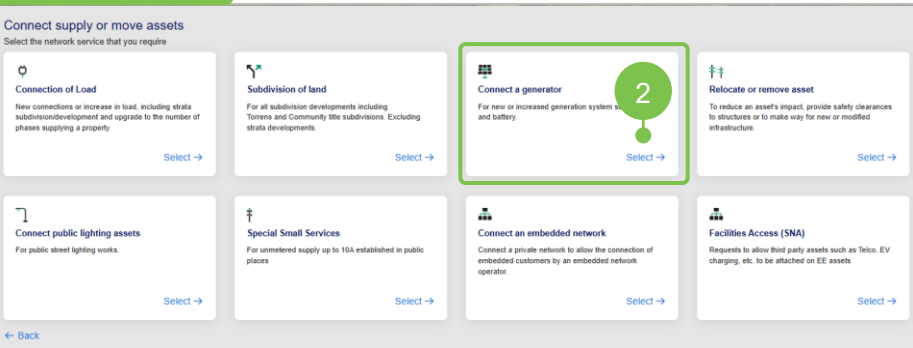


The first step to complete your application is to select the application type and the service type.

1. Click [Select →](#) to select the **Connect supply or move assets** tile

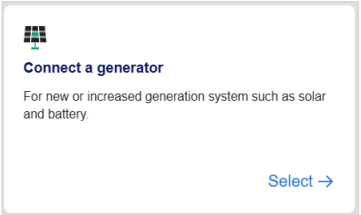


### Network service



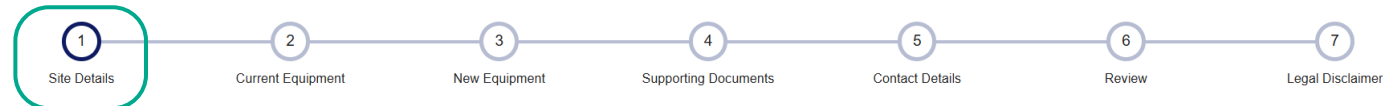
Each application type is split across different categories.

2. Click [Select →](#) to select the **Connect a generator** tile



or click [← Back](#) to return to the Home screen

When you have selected Connect a Generator, the **Site Details** page displays

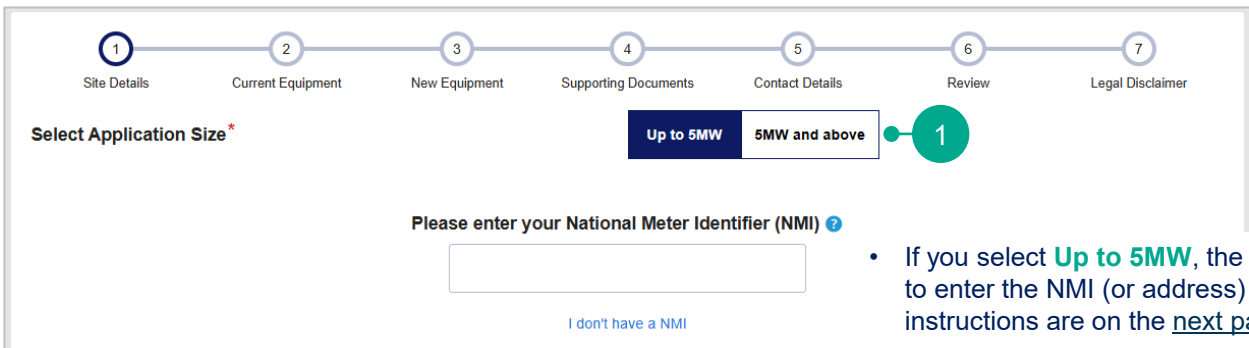


## 1 Site Details

Click  to jump to the instructions for a specific option

### Select Application Size

1. For a **Generator** application (such as **solar** and **battery**), you are prompted to select the **Application Size**:



1 Site Details 2 Current Equipment 3 New Equipment 4 Supporting Documents 5 Contact Details 6 Review 7 Legal Disclaimer

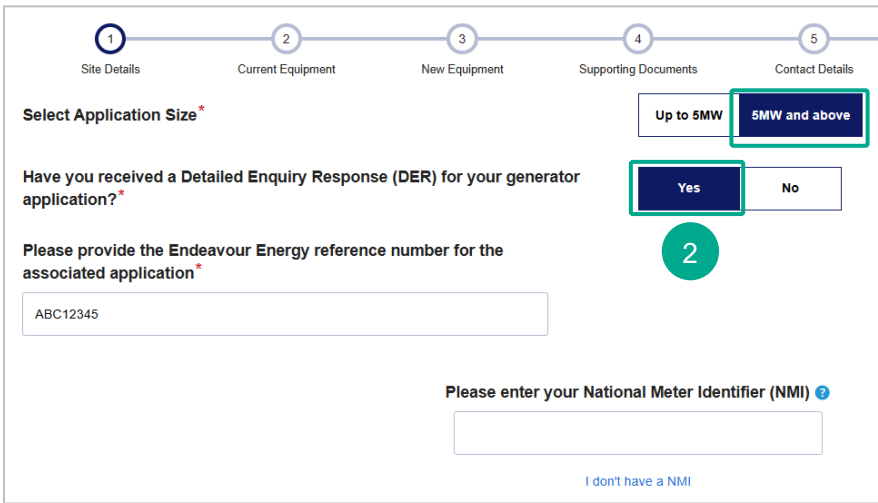
Select Application Size\*

Up to 5MW 5MW and above

Please enter your National Meter Identifier (NMI) ?

I don't have a NMI

- If you select **Up to 5MW**, the next step is to enter the NMI (or address) – instructions are on the [next page](#)
- If you select **5MW and above** additional questions display (instructions below)



1 Site Details 2 Current Equipment 3 New Equipment 4 Supporting Documents 5 Contact Details

Select Application Size\*

Up to 5MW 5MW and above

Have you received a Detailed Enquiry Response (DER) for your generator application?\*

Yes No

Please provide the Endeavour Energy reference number for the associated application\*

ABC12345

Please enter your National Meter Identifier (NMI) ?

I don't have a NMI

### 5MW and above

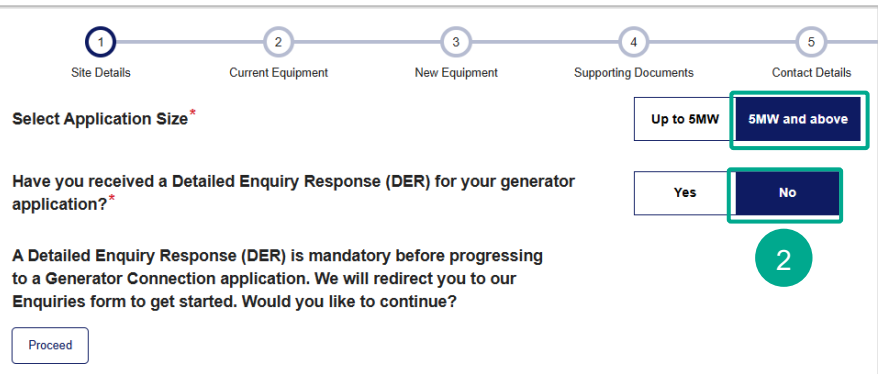
2. Have you received a **Detailed Enquiry Response (DER)** for your generator application – select the relevant option (**Yes** or **No**)

- If you select **YES** – you are prompted to **Please provide the Endeavour Energy Reference Number...** – enter the reference number.

The next step is to enter the NMI (or address) – instructions are on the [next page](#)

OR

OR



1 Site Details 2 Current Equipment 3 New Equipment 4 Supporting Documents 5 Contact Details

Select Application Size\*

Up to 5MW 5MW and above

Have you received a Detailed Enquiry Response (DER) for your generator application?\*

Yes No

A Detailed Enquiry Response (DER) is mandatory before progressing to a Generator Connection application. We will redirect you to our Enquiries form to get started. Would you like to continue?

Proceed

- If you select **NO** – you are advised that a Detailed Enquiry Response (DER) is required. Click **Proceed** to be redirected to the Enquiries form.



## 1 Site Details

Click to jump to the instructions for a specific option

### Please enter your National Meter Identifier (NMI)

- If you **enter the NMI**, you are then prompted to select **Yes** or **No** to confirm if the address is correct. If you click:

- **Yes (the address is correct)**, when you click **Continue**, you proceed to the **2 Current Equipment** screen

**CONNECT A GENERATOR**

*Click the link to jump to the instructions*

- **No (address is incorrect)**, you are prompted to enter the correct address

**ADDRESS IS NOT CORRECT**

*Click the link to jump to the instructions*

OR

OR

- If you select **I don't have a NMI**, you are prompted to enter the **address** or plot the area on the map

**FIND SITE DETAILS BY ADDRESS**

**SELECT SITE USING POLYGON FUNCTION**

*Click the link to jump to the instructions*

- Note: If the NMI is not entered, the standard application fee will apply.

Click to jump to the instructions for a specific option

## 1 Site Details

## FIND SITE DETAILS BY ADDRESS

1. Start to **enter the address** in the **Find Site Details** search field

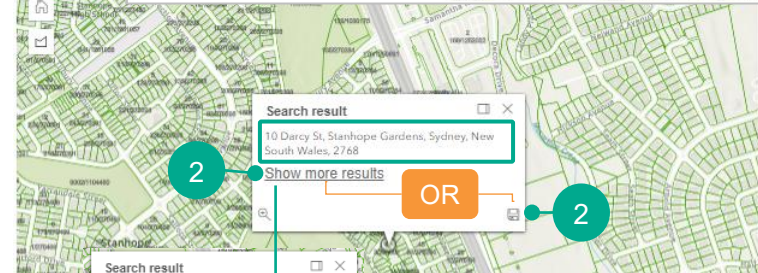
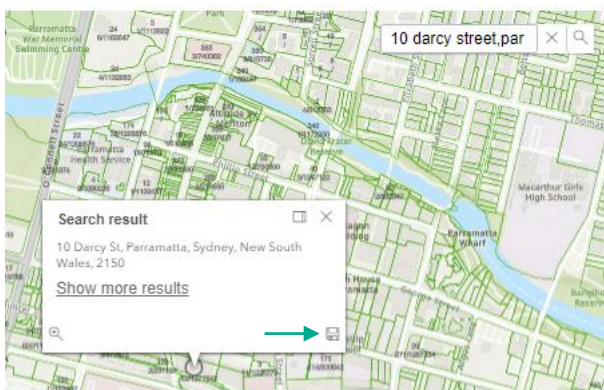
Click the **search** button

2. **Search result** dialog box shows the matching address, and the address is shown on the map:

- If the address is correct, **click** to save (*hover text says Select asset*)

OR

- If the correct address is not shown, click **Show more results** > then **select the address** from the list > and click (*hover text says Select asset*)

Once the address is selected, the map will colour the property blue and display the address, Lot and DP number in the table on the left of the screen.

**Note:** A part of the address can be associated to the project by selecting the Part Lot checkbox.

3. Click **Continue** to continue to the next screen **Current Equipment**

Click the link to jump to the instructions

## HINTS & TIPS!

### 1 Site Details

#### Site within a Road Reserve

When your work area is within a road reserve and not within a private property:

1. search for the address of a property which is closest or adjacent to your location (*this ensures we have the LGA for your application*)
2. enter the details of your actual site location in the **Detailed description** textbox when you continue to the next section (2 – Application Details).

#### Multiple Addresses

Repeat the address search steps if you have multiple addresses for the site. You can list multiple addresses, however at least one address must be marked as the Main Address (select the checkbox)

| Main Address                        | Address                                             | Lot | Section | DP      | Part Lot                 |
|-------------------------------------|-----------------------------------------------------|-----|---------|---------|--------------------------|
| <input checked="" type="checkbox"/> | 10 DARCY STREET, PARRAMATTA, New South Wales, 2150  | 83  | ---     | 1271742 | <input type="checkbox"/> |
| <input type="checkbox"/>            | 19 LIBERTY ROAD, HUNTINGWOOD, New South Wales, 2148 | 1   | ---     | 1116500 | <input type="checkbox"/> |

#### Manually update address

| Street Number | Street Name       |
|---------------|-------------------|
| 50            | HUNTINGWOOD DRIVE |

| Suburb      | State           |
|-------------|-----------------|
| HUNTINGWOOD | New South Wales |

| Postcode | LGA Name  |
|----------|-----------|
| 2148     | BLACKTOWN |

| Lot | DP     |
|-----|--------|
| 14  | 814866 |

If you need to edit the address for any reason:

1. Click **Edit details** or click the **Address** (in the table) and a pop-up window will display

**Address**  
50 HUNTINGWOOD DRIVE,  
HUNTINGWOOD, New South Wales,  
2148

2. Edit the sections of the address that need to be updated (*all mandatory fields indicated with \** need to be populated)

3. Click **Submit** to save the address changes.

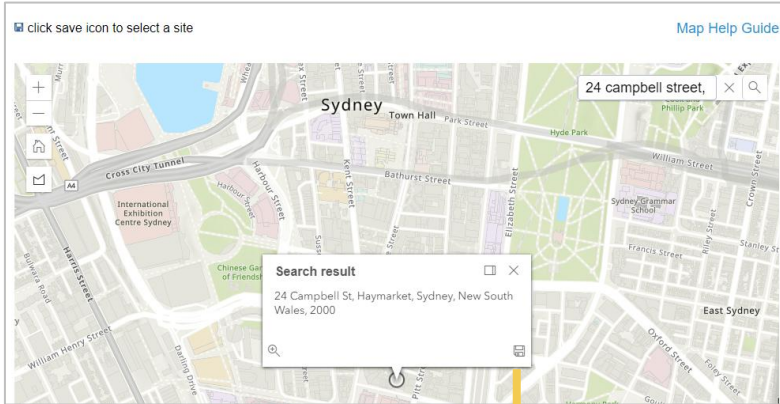
When you have selected the site address, click [Continue](#) to continue to the next screen [Application Details](#)

[Click the link to jump to the instructions](#)

## HINTS & TIPS!

### 1 Site Details

Site Address details don't display / Site Address not in Endeavour Energy Supply Area



If you click **Save** but the **address details do not display in the table on the left** and the site does not highlight in blue in the map area, this means the area is not covered by Endeavour Energy.

What is the address of the property you want us to provide a service to?

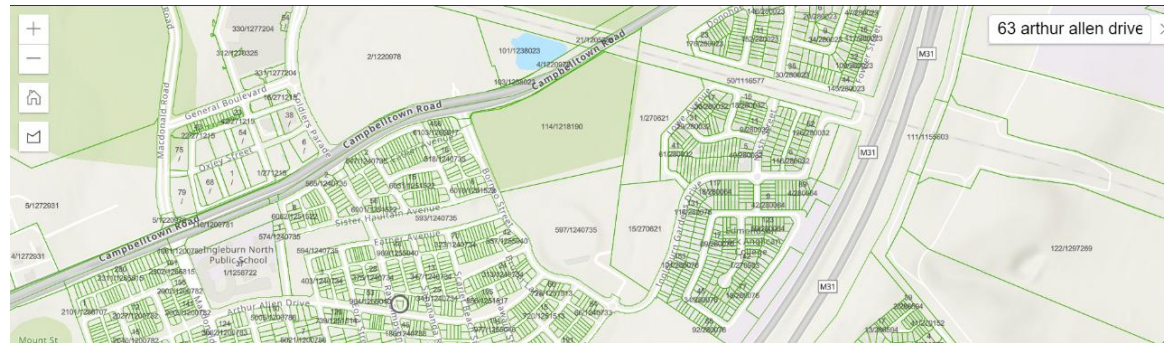
LGA Name Region Locality

Display Captured Snapshot

| Main Address | Address | Lot | Section | DP | Part Lot |
|--------------|---------|-----|---------|----|----------|
| No results   |         |     |         |    |          |

click save icon to select a site

Note the difference in the map detail (green outlines) for an area (below) that is covered by Endeavour Energy



Another option to check if an address is covered by Endeavour Energy is to enter the address in **Check outages in my area** on our [website](#)

When you **select the address** from the search results and click Check, a message advises **you are viewing outside of the Endeavour Energy network** if Endeavour Energy does not supply the area.

## Check outages in my area

24 campbell street

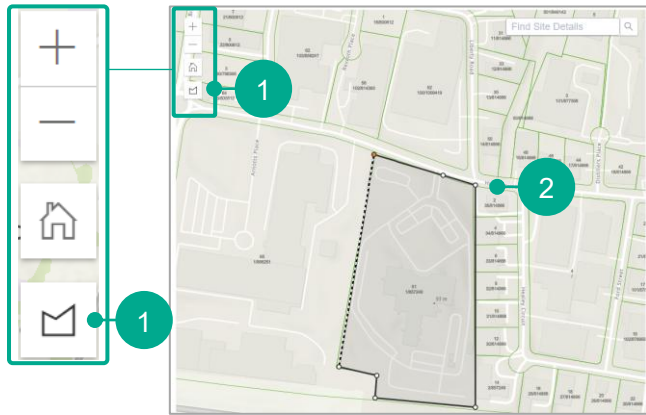
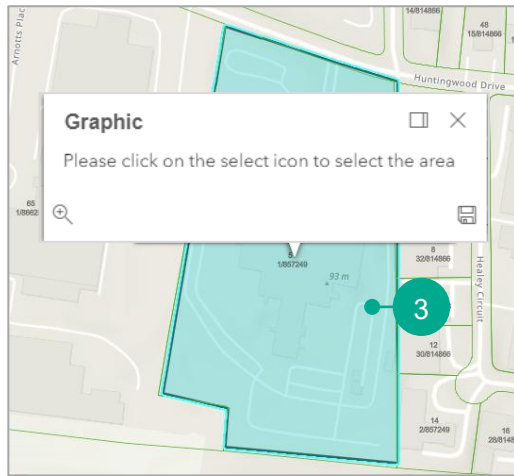
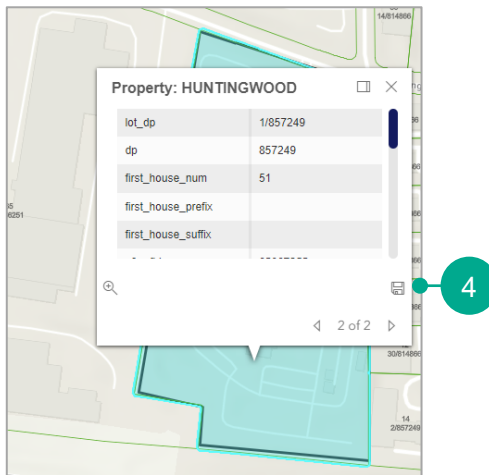
Check

24 Campbell Street  
Haymarket NSW, Australia

24 Campbell Street  
Parramatta NSW, Australia

You are viewing outside of the Endeavour Energy network.

## 1 Site Details



## SELECT SITE USING POLYGON FUNCTION

1. Click draw polygon

2. Outline the shape by **clicking once at each point** until you traverse all the lots you would like to select, then **close** the polygon with a **double click**

3. The selected area is highlighted. **Click once** to select this area.

The details display.

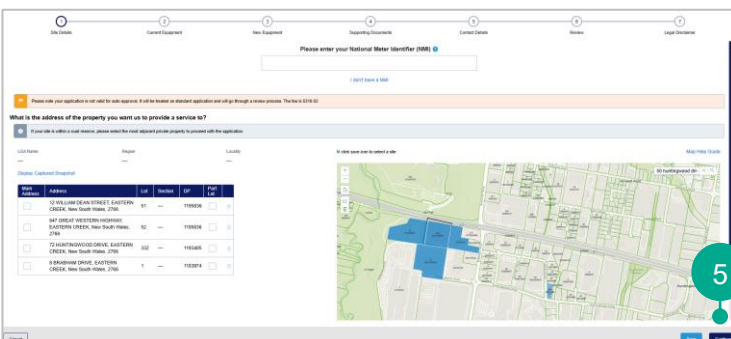
4. Click to save the address (hover over text is "Select Asset").

Once the address is selected, the map colours the area blue and displays the address, Lot and DP number in the table on the left of the screen.

5. Click to continue to the next screen

Current Equipment

Click the link to jump to the instructions



## 1 Site Details

ADDRESS IS NOT CORRECT 

1. Click  if the address is not correct

Is the address displayed correct? \*

|     |    |
|-----|----|
| Yes | No |
|-----|----|

Value cannot be blank

1

**Incorrect Address**

It is important these details are correct before proceeding.

Please enter the corrected address for NMI 4311447145 below \*

[Can't find your address? Click here](#)

These changes will be sent to market services and updated within the next 5 business days. Once updated, please revisit your connections portal to begin a new application.

If you have any queries, please do not hesitate to contact us:  
Customer Network Solutions  
Ph: 02 9853 7977  
E: [cwadmin@endeavourenergy.com.au](mailto:cwadmin@endeavourenergy.com.au)

2

When you click **No** to flag the address is not correct, the **Incorrect address** dialog box displays.

2. Start to enter the correct address

**Incorrect Address**

It is important these details are correct before proceeding.

Please enter the corrected address for NMI 4311447145 below \*

[Can't find your address? Click here](#)

- 761 Mamre Road, Kemp's Creek NSW, Australia
- 761 Mamre Road, Alecdown NSW, Australia
- 761 Mamie Boulevard, Fraser Rise VIC, Australia
- 761 Mammoth Court, Ballajura WA, Australia

3

3. Select the address from the list of matching addresses

OR

**Incorrect Address**

It is important these details are correct before proceeding.

Please enter the corrected address for NMI 4311447145 below \*

OR [Can't find your address? Click here](#)

3

| Street Number        | Street Name *        | Suburb *             | Post Code *          |
|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

State \*

These changes will be sent to market services and updated within the next 5 business days. Once updated, please revisit your connections portal to begin a new application.

If you have any queries, please do not hesitate to contact us:  
Customer Network Solutions  
Ph: 02 9853 7977  
E: [cwadmin@endeavourenergy.com.au](mailto:cwadmin@endeavourenergy.com.au)

3. If the correct address is not listed, click [Can't find your address? Click here](#) and enter the address manually

4. Click

You will receive an email confirming your address correction request.

Our Market Services team will update the address for the NMI.

Connect supply or move assets

CONNECT A GENERATOR



2 Current Equipment

A red asterisk \* denotes a mandatory field

When you have entered the Site Details, the next screen is **Current Equipment**

Please select available phases at the site\*

☐ Single Phase

☐ Three Phase

1

1. Select whether there is a **Single Phase** or **Three Phase** at the site\*

After selecting the phase at the site, our records will show that there is either:

- no existing equipment currently on site
- there is existing equipment on site

|                                                                                                                           |                                                                                                                                                                                             |
|---------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| If our records are <b>incorrect</b> - show no existing equipment, but you have equipment on site                          | Follow the steps to <b>+ Add Existing Connection</b> below                                                                                                                                  |
| If our records are <b>incorrect</b> - show an incorrect quantity or manufacturer, or equipment which is not on site       | Follow the steps to <b>Edit</b> <a href="#">click here</a> To <b>Remove Existing Connection</b> , click <b>Continue</b> and follow <b>decommission equipment</b> steps <a href="#">here</a> |
| If our records are <b>correct</b>                                                                                         | Click <b>Continue</b> to continue to the <b>New Equipment</b> screen and choose the steps to follow <a href="#">here</a>                                                                    |
| If our records are <b>correct</b> and you are <b>replacing</b> the current inverter as part of this generator application | Click <b>Continue</b> to continue to the <b>New Equipment</b> screen and follow the replace steps <a href="#">here</a>                                                                      |

+ Add Existing Connection

2

2. If our records are **incorrect** and you have an existing connection at the site, click **Add Existing Connection**

3. Select your connection information (**Type**, **Manufacturer**, **Model**), from the drop-down list

Edit the **quantity**, if relevant

Additional fields may display as you select responses

3

| Type *        | Manufacturer *                      | Model *                             | Quantity *                     | Capacity *                    |
|---------------|-------------------------------------|-------------------------------------|--------------------------------|-------------------------------|
| AC Connection | <input type="text" value="Select"/> | <input type="text" value="Select"/> | <input type="text" value="1"/> | <input type="text" value=""/> |

Select to delete your inputs at any time

4

4. If relevant, select the **device information** from the menu and **edit the quantity** if greater than 1

|        |         |                                     |                                     |                                |                               |  |
|--------|---------|-------------------------------------|-------------------------------------|--------------------------------|-------------------------------|--|
| Device | Battery | <input type="text" value="Select"/> | <input type="text" value="Select"/> | <input type="text" value="1"/> | <input type="text" value=""/> |  |
|--------|---------|-------------------------------------|-------------------------------------|--------------------------------|-------------------------------|--|

+ Add Existing Device

5. If relevant, **Add** further Existing Device information

Click **Continue** when you have completed all required details

## 2 Current Equipment (*continued*)

Follow these steps **if our records are incorrect** and you need to **Edit**

**Note:** You will be able to remove and decommission equipment in the next step “New Equipment”

### To Edit Current Equipment (Connections and/or Devices):

Current Equipment

Our records show that the following equipment is currently on site. Please ensure the information provided on this page is correct before proceeding. Click on edit, otherwise press continue.

| Type          | Manufacturer | Model                               | Quantity                       | Capacity |         |
|---------------|--------------|-------------------------------------|--------------------------------|----------|---------|
| AC Connection | Inverter     | Sungrow Power Supply Co Ltd         | SH5 ORS (AS4777-2 2020)        | 1        | 5.00kVA |
| Device        | Solar PV     | Shanghai JA Solar Technology Co Ltd | JAM60S20-390/MR/1000V / 0.39kW | 20       | 7.80kW  |
| Device        | Storage      | Sungrow                             | SBR096                         | 1        | 5.76kW  |

1. Click the pen icon to **edit existing equipment** (existing connection or device)

i Click the symbol to reset changes made to the record

2. Edit connection and/or device fields, where relevant (Type, Manufacturer, Model, Quantity)

|               | Type   | Manufacturer               | Model              | Quantity | Capacity |   |
|---------------|--------|----------------------------|--------------------|----------|----------|---|
| AC Connection | Select | Select                     | Select             | 1        | 5.00kVA  | ✓ |
| Device        | Select | Shanghai JA Solar Technolo | JAM60S20-390/MR/1C | 20       | 7.80kW   | ✓ |

3. Click the icon to save the edits

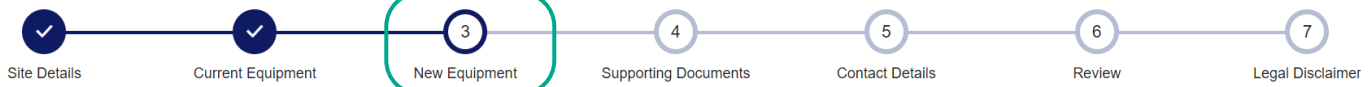
| Type          |        | Manufacturer       | Model                | Quantity | Capacity |   |
|---------------|--------|--------------------|----------------------|----------|----------|---|
| AC Connection | Select | Select             | Select               | 1        | 5.00kVA  | ✓ |
| Device        | Select | Jinko Solar Co Ltd | JKM390N-6RL3-B / 0.1 | 17       | 6.63KW   | ✓ |

Continue

4. Click **Continue**

## CONNECT A GENERATOR *continued*

### 3 New Equipment



When you have confirmed current equipment at the site, the next screen is **New Equipment**

To **replace the current inverter**, click [here](#)  to follow the steps on the next page

To **add a new connection**, click [here](#)  to follow the steps

To **decommission equipment** at the site (connection(s) or device(s), follow the **steps below**



| Type          | Manufacturer | Model                       | Quantity                | Capacity |         |
|---------------|--------------|-----------------------------|-------------------------|----------|---------|
| AC Connection | PV Inverter  | Sungrow Power Supply Co Ltd | SG5.0RT (AS4777-2 2020) | 1        | 5.00kVA |
| Device        | PV Panel     | LG Electronics Inc          | LG400N3K-V6 / 0.4kW     | 12       | 4.80kW  |

1. Click  on the connection and/or device

**Note:** Clicking **uninstall** suggests the relevant equipment will be decommissioned as part of this new connection proposal

2. The relevant line(s) will appear greyed out and an **Uninstalled** icon will appear



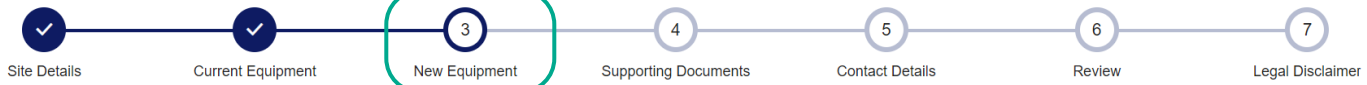
| Type          | Manufacturer | Model                       | Quantity                | Capacity |         |
|---------------|--------------|-----------------------------|-------------------------|----------|---------|
| AC Connection | PV Inverter  | Sungrow Power Supply Co Ltd | SG5.0RT (AS4777-2 2020) | 1        | 5.00kVA |
| Device        | PV Panel     | LG Electronics Inc          | LG400N3K-V6 / 0.4kW     | 12       | 4.80kW  |

**Note:** Undo edits by clicking the  icon

To **add a new connection**, click [here](#)  to follow the steps

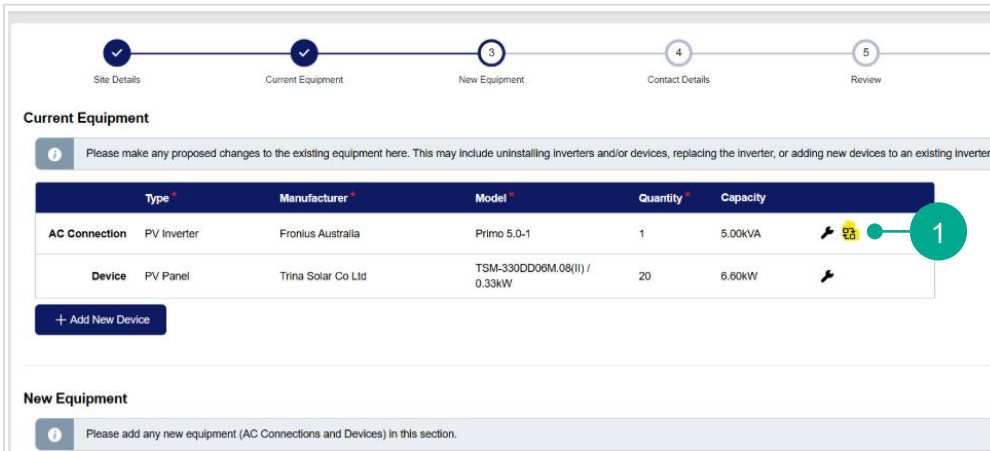
## CONNECT A GENERATOR *continued*

### 3 New Equipment



When you have confirmed current equipment at the site, the next screen is **New Equipment**

To **replace** the current inverter, follow the steps below



**Current Equipment**

Please make any proposed changes to the existing equipment here. This may include uninstalling inverters and/or devices, replacing the inverter, or adding new devices to an existing inverter.

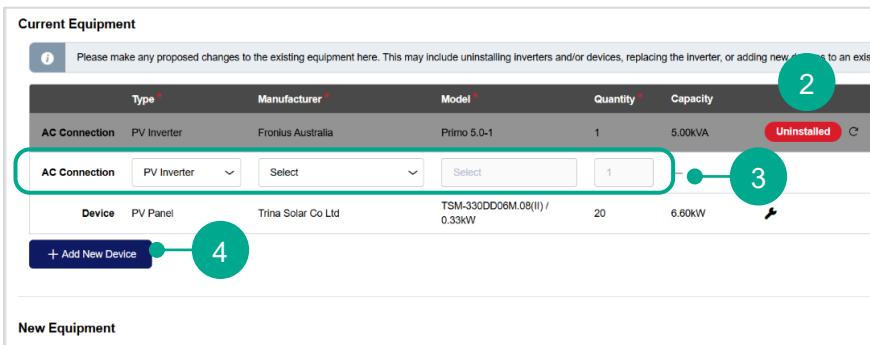
| Type          | Manufacturer | Model              | Quantity                     | Capacity |         |
|---------------|--------------|--------------------|------------------------------|----------|---------|
| AC Connection | PV Inverter  | Fronius Australia  | Primo 5.0-1                  | 1        | 5.00kVA |
| Device        | PV Panel     | Trina Solar Co Ltd | TSM-330DD06M.08(II) / 0.33kW | 20       | 6.60kW  |

+ Add New Device

**New Equipment**

Please add any new equipment (AC Connections and Devices) in this section.

1. Click the **Replace**  icon on the connection



**Current Equipment**

Please make any proposed changes to the existing equipment here. This may include uninstalling inverters and/or devices, replacing the inverter, or adding new devices to an existing inverter.

| Type          | Manufacturer | Model              | Quantity                     | Capacity |         |
|---------------|--------------|--------------------|------------------------------|----------|---------|
| AC Connection | PV Inverter  | Fronius Australia  | Primo 5.0-1                  | 1        | 5.00kVA |
| Device        | PV Panel     | Trina Solar Co Ltd | TSM-330DD06M.08(II) / 0.33kW | 20       | 6.60kW  |

+ Add New Device

**New Equipment**

2. The Connection will appear greyed out and an **Uninstalled** icon will appear

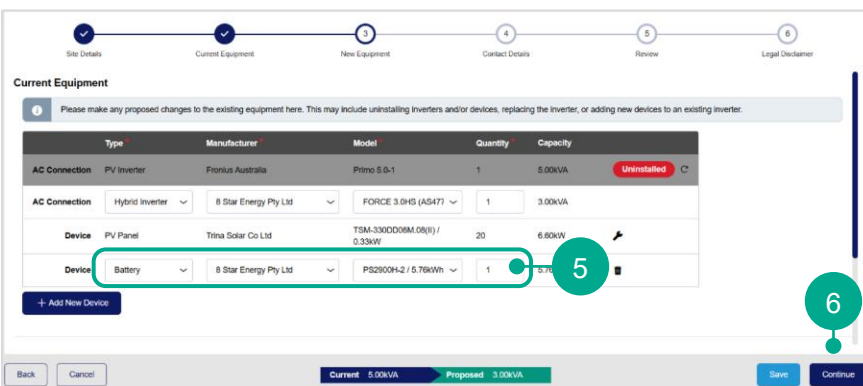
3. Select your connection information (**Type**, **Manufacturer**, **Model**), from the drop-down list.

Edit the **Quantity**, if relevant

4. To add another device to this connection, click **+Add New Device**, if relevant

5. If you are adding another device, select your device information (**Type**, **Manufacturer**, **Model**), from the drop-down list.

Edit the **Quantity**, if relevant



**Current Equipment**

Please make any proposed changes to the existing equipment here. This may include uninstalling inverters and/or devices, replacing the inverter, or adding new devices to an existing inverter.

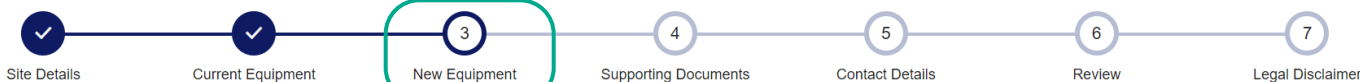
| Type          | Manufacturer    | Model                 | Quantity                     | Capacity |         |
|---------------|-----------------|-----------------------|------------------------------|----------|---------|
| AC Connection | PV Inverter     | Fronius Australia     | Primo 5.0-1                  | 1        | 5.00kVA |
| AC Connection | Hybrid Inverter | 8 Star Energy Pty Ltd | FORCE 3.0HS (AS477)          | 1        | 3.00kVA |
| Device        | PV Panel        | Trina Solar Co Ltd    | TSM-330DD06M.08(II) / 0.33kW | 20       | 6.60kW  |
| Device        | Battery         | 8 Star Energy Pty Ltd | PS2800H-2 / 5.79kWh          | 1        | 5.79kWh |

+ Add New Device

Back Cancel Current 5.00kVA Proposed 3.00kVA Save Continue

6. Click **Continue** when you have completed all required details

## CONNECT A GENERATOR *continued*



### 3 New Equipment *continued*

To add a new connection, follow the steps below

**New Equipment**

Please add any new equipment (AC Connections and Devices) in this section.

**+ Add New Connection** 1

| Type *        | Manufacturer | Model                      | Quantity * | Capacity * |
|---------------|--------------|----------------------------|------------|------------|
| AC Connection | PV Inverter  | Enphase Energy Australia P | Select     | 1          |
| Device        | PV Panel     | Select                     | Select     | 1          |

2 3

**+ Add New Device** 4

**+ Add New Connection** 5

**i** A red asterisk \* denotes a mandatory field

1. Click **+ Add New Connection**

2. Select your connection information (**Type**, **Manufacturer**, **Model**), from the drop-down list

3. Edit the **quantity**, if relevant

4. To add another device to this connection, click **+Add New Device**, if relevant

5. To add another device to this proposal, click **+Add New Connection**, if relevant

After new connection information has been added, you will be advised whether your proposal can be automatically approved based on the connection size. Applications that are automatically approved will not require an upfront payment. Applications that are not auto-approved will attract applicable fees, which must be paid before the application can be submitted. The auto-approval criteria are available on our website - [Connect supply or relocate assets | Endeavour Energy](#)

If you are installing bi-directional Electric Vehicle (EV) chargers for Vehicle-to-Grid (V2G) or Vehicle-to-Home (V2H) use, please select an approved inverter from one of the following options:

- Hybrid inverter, with Electric Vehicle selected as the device, or
- EV V2G inverter.

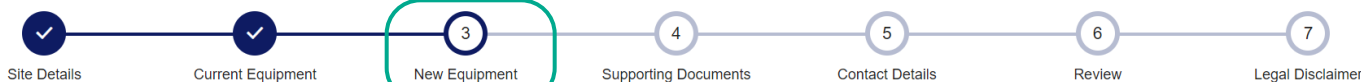
**6** Your application will be auto approved and Permission to Connect will be issued after application is submitted.

6. You will be advised if your application is auto-approved or not auto-approved, based on the connection size.

**6** Please note your application is not valid for auto-approval. Your application will go through a review process and an application fee of \$456.68 will be charged. To proceed, please respond to below questions.

(instructions are continued on the [next page](#))

## CONNECT A GENERATOR *continued*



### 3 New Equipment *continued*

**?** For field help – click the Tooltip icon

Next you will answer questions about Site Internet Connectivity, Flexible Exports and Fixed Exports Plans  
For more information on Flexible and Fixed Exports – click on **'Learn More'** in the Fixed and Flexible tiles on screen.

#### Site Internet Connectivity

Is there Internet available at this Site? **?** \*

Yes

No

**6. Is there Internet available at this site?** – select either **Yes** or **No**

#### Site Export Plan

This site will be enrolled in a Flexible Export Plan receiving up to 10000 per phase of exports.

[Learn More](#)

**Flexible Plan**

This site will be enrolled in a Fixed Export Plan and will have a maximum export limit of 1.5kW at the site.

[Learn More](#)

**If 'Yes' is selected**, the site will default to Flexible Plan

OR

#### Site Internet Connectivity

Is there Internet available at this Site? **?** \*

Yes

No

**If 'No' is selected**, the site will be CSIP-AUS exempt and exports will be limited to 1.5kW

As per the NSW emergency backstop requirements internet is required at sites. By submitting this application you will be applying for CSIP-AUS exemption. The site will require Net Export meters to be installed the be export limited to 1.5kW. Energy audits post installation will occur to ensure compliance with this limit.

**7**

☐ I'd like to opt out of flexible plan and prefer a fixed export plan.

**7. Tick the checkbox** if required to opt out of the Flexible Export Plan and change to the Fixed Export Plan

#### Site Communication Client\*

Select

**8**

#### 8. Site Communication Client

Choose the site software communication client from the drop-down list.

☐ The Applicant warrants that they have consulted with the Owner regarding the Site Export Plan selection and have chosen the option in accordance with the Owner's instructions.

**9**

**9. Tick the checkbox** to confirm consultation with the Owner and selection of the Site Export Plan according to the Owner's instructions.

Does any devices being installed have the ability to be islanded? **?** \*

Yes

No

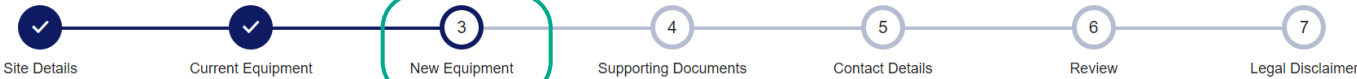
**10**

**10. Can any device be islanded?** – select either **Yes** or **No**

A device with islanding capability enables the solar and battery system to operate independently of the grid during a power outage until normal power is restored.

(instructions are continued on the [next page](#))

CONNECT A GENERATOR *continued*



3 New Equipment *continued*

11

Is it a Solshare application? [?](#) ☐ Yes ☐ No

Please enter additional SolShare NMIs (where applicable) [?](#)

| S No | NMI                                     | Status | Site Address                         |
|------|-----------------------------------------|--------|--------------------------------------|
| 1    | <input type="text" value="4310496895"/> | Valid  | 4 MOORE CRES, FAULCONBRIDGE NSW 2776 |

[Add NMI](#)

SolShare applications are not eligible for auto approval and will be processed as a standard application. It includes a review fee fee of \$477.54.

OR

11

Is it a Solshare application? [?](#) ☐ Yes ☐ No

**i** A red asterisk \* denotes a mandatory field

11. Is it a SolShare application – select either **Yes** or **No**.

(SolShare is when a single solar system is shared among multiple apartments or units)

If you select:

- **Yes**, you are prompted to enter the additional NMIs. Click **Add NMI** and enter the NMI. Repeat for each additional NMI.
- **No**, no further prompt is displayed. Continue to the next question

**Note:** In the case where a PTC has been previously issued OR there is a previous installation where **Fixed Export Plan** was chosen, the plan will default to Fixed.

This can be changed to Flexible Export Plan if required, for the new connection.

12. To change new connection from Fixed Export Plan to Flexible Export Plan:

Tick the check box, 'I'd like to opt into Flexible Export Plan'. This will then change the selection from Fixed Export Plan to Flexible Export Plan.

New Equipment

Please add any new equipment (AC Connections and Devices) in this section.

[+ Add New Connection](#)

Your application will be auto approved and Permission to Connect will be issued after application is submitted.

Site Internet Connectivity

Is there Internet available at this Site? [?](#) ☐ Yes ☐ No

Site Export Plan

This site will be enrolled in Flexible Export Plan receiving up to 10kW per phase of exports.

[Learn More](#)

☐ I'd like to opt into flexible exports plan.

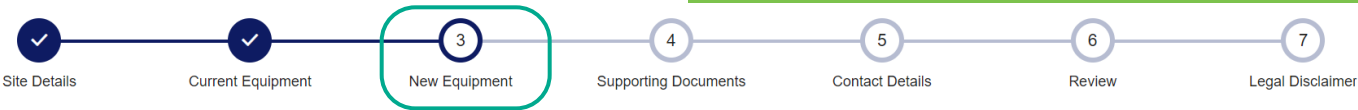
☐ The Applicant warrants that they have consulted with the Owner regarding the Site Export Plan selection and have chosen the option in accordance with the Owner's instructions. \*

This site is enrolled for Fixed Export plan receiving a maximum export limit of 1.5kw for the site.

[Learn More](#)

☒ Fixed Plan

CONNECT A GENERATOR *continued*



3 New Equipment *continued*

The next questions differ depending on your response to each question.  
These questions are for standard applications that are not auto-approved. Refer to the table below:

**Will you be charging your battery or EV from the grid – select Yes or No**  
This question and the next set of follow-up questions are only displayed if a Battery or Electric Vehicle device is included in the current or new equipment table.

|                                                                                                                                                                                                   |                                                                                                                                                   |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|
| If you select <b>Yes</b> , the next question is:<br><b>Do you already have an approved PTC for the extra battery charging load needed to support the site’s new total load – select Yes or No</b> | If you select <b>No</b> :<br>A message advises that your Single Line Diagram must show the battery will not draw power from the grid for charging |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|

|                                                                                                                                                                       |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| If you select <b>Yes</b> , the next question is:<br><b>Provide Endeavour Energy reference number for the associated load application – enter the reference number</b> |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

**Provide Endeavour Energy asset number supplying to your electrical installation (Point of common coupling) – enter the asset number**

**Is there an associated load application or technical enquiry with your generator application – select Yes or No**

|                                                                                                                                                                             |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| If you select <b>Yes</b> , the next question is:<br><b>Please provide the Endeavour Energy reference number for the associated application – enter the reference number</b> |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

**When do you intend to commission your generator – enter a date or select from the calendar**

**Please provide any further details regarding your application – this is free text field to enter any additional details for your application**

8. Click [Continue](#) when you have completed all required details

The next step in the application is [either Supporting Documents](#)  or [Contact Details](#) 

CONNECT A GENERATOR *continued*

Mandatory and optional documents for this application type

| Supporting documents for a Generator application               |           |                                                            |
|----------------------------------------------------------------|-----------|------------------------------------------------------------|
| Single line diagram (must include existing and new equipment)* | Mandatory |                                                            |
| Voltage Measurement and calculations                           | Mandatory |                                                            |
| Location/Sketch Diagram (showing connection point)             | Mandatory |                                                            |
| Non-Inverter Generation Systems details                        | Optional  |                                                            |
| Single Phase to earth fault level contribution details         | Optional  |                                                            |
| PDI 5000 Part-A Checklist                                      | Mandatory | For total proposed inverter capacity > 200kVA and < 1.5MVA |
| PDI 5000 Part-B Checklist                                      | Mandatory | For total proposed inverter capacity >=1.5 MVA and < 5MVA  |
| Protection Schematics                                          | Mandatory | For total proposed inverter capacity > 200kVA              |
| Embedded Network Retailer/Management Authority Approval Letter | Mandatory | This is when NMI is embedded network                       |
| SolShare Building Owner/Operator Letter                        | Mandatory | Only for Solshare applications                             |
| Solshare Letter of authority by participating account holders  | Mandatory | Only for Solshare applications                             |
| Solshare device Test Results                                   | Optional  | Only for Solshare applications                             |



4 Supporting Documents When you have completed Application Details, the next step is **Supporting Documents**

1

Please provide supporting documents

Attach No attachments

Please attach the minimum required documents(\*) from the below checklist for assessment

☐ Single line diagram\*

☐ Location/Sketch Diagram

☐ Voltage Measurement and calculations\*

☐ Single Phase to earth fault level contribution details

☐ Non-Inverter Generation Systems details

Reason for Required Documents Unavailable\*

Remaining: 256 characters

A red asterisk \* denotes a mandatory attachment or field

1. Click



Upload Documents

Drag and drop files here

or

Select file(s)

2

Requirements:

- 1. File size should not be more 25 MB per attachment
- 2. Allowable/Acceptable file types : PDF, DOC, DOCX, DWG, XLS, XLSX, JPEG, PNG

Cancel Attach

2. To upload the documents:

- Drag and drop documents into the box

OR

- Click **Select files** to select the files from your drive.

The files are listed. Repeat step 2 if you have more files to attach.

Upload Documents

Drag and drop files here

or

Select file(s)

| Name                         | File                             | Category              |
|------------------------------|----------------------------------|-----------------------|
| Unanderra - Eave replacement | Unanderra - Eave replacement.jpg | Application Documents |
| Site Sketch - Unanderra      | Site Sketch - Unanderra.pdf      | Application Documents |

3

Requirements:

- 1. File size should not be more 25 MB per attachment
- 2. Allowable/Acceptable file types : PDF, DOC, DOCX, DWG, XLS, XLSX, JPEG, PNG

Cancel Attach

3. Click



when you have uploaded all relevant documents.

Endeavour Energy

Home Saved applications Payments My cart Contact us Project Number

Site Details Application Details Supporting Documents (highlighted) Contact Details Review Legal Disclaimer

Please provide supporting documents

Attach Max Demand Calcs for 51 Huntingwood Drive June 2024.pdf 1m ago Site Plan for 51 Huntingwood Drive June 2024.pdf 1m ago

Please attach the minimum required documents(\*) from the below checklist for assessment

☒ Site Plan\*

☒ AS3000 Maximum Demand Calculations\*

☐ Development Agreement (DA) or Compiling Development Certificate (CDC)

4

5

Continue

Back Cancel Save Continue

4. Select the **checkbox** for each document type you have attached.

5. Click



when you have completed all required details.

The next step in the application is **Contact Details**



Attach No attachments

Please attach the minimum required documents(\*) from the below checklist for assessment

☐ Site Plan or Sketch or Photos\*

Reason for Required Documents Unavailable\*

N/A - Just need access to SUB 12345

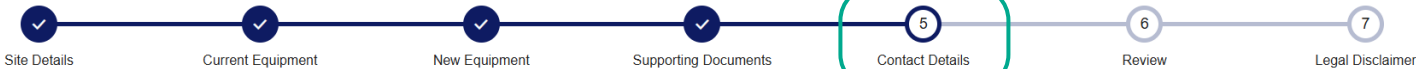
Remaining: 214 characters



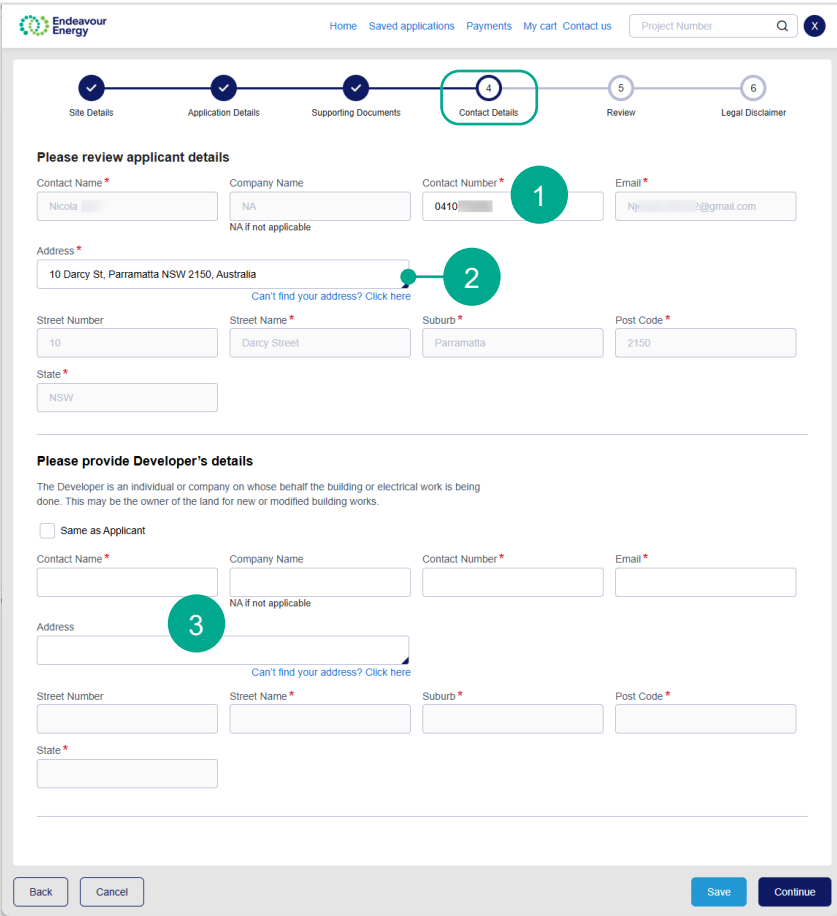
No documents to attach?

If you do not upload and attach the documents, you must populate the reason for not uploading the required documents.

**Note: only standard applications require supporting documents**

**4 Contact Details**

When you have attached the Supporting Documents, the next step is **Contact Details**

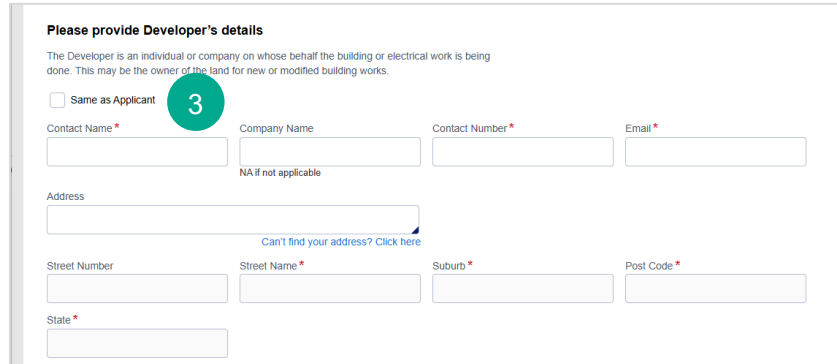
**Applicant details**

Your **Contact Name**, **Company Name**, **Contact Number**, **Email** and **Address** are prepopulated from your Customer Portal user profile

**1. Contact Number** – change, if required

**2. Address** – this can also be changed, if required

A red asterisk \* denotes a mandatory field

**Site Contact / Developer/ Property Owner details**

**3. If the Site Contact or Developer or Property Owner details are the same as the applicant details, select the Same as Applicant checkbox.**

If the details **are not the same** as the Applicant details, you will need to manually enter the contact information.

(instructions are continued on the [next page](#))

**i** If your application type prompts you to enter a site contact, they will receive an email when you submit your application (the email advises that they have been nominated as a site contact for this project).

4 Contact Details *continued*

ASP details

Endeavour Energy

Home

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Project Number

1

Site Details

2

Application Details

3

Supporting Documents

4

Contact Details

5

Review

6

Legal Disclaimer

Please provide Developer's details

The Developer is an individual or company on whose behalf the building or electrical work is being done. This may be the owner of the land for new or modified building works.

☒ Same as Applicant

Contact Name

Nicola

Company Name

NA

Contact Number

0410

Email

N2@gmail.com

Street Number

10

Street Name

Darcy Street

Suburb

Parramatta

Post Code

2150

State

NSW

Is there an Accredited Service Provider associated with this application? \*

Yes

No

☒ ASP1 – Construction

Contact Name \*

Company Name

NA if not applicable

Contact Number \*

Email \*

ASP Accreditation number

Address

Street Number

Street Name \*

Suburb \*

Post Code \*

State \*

☒ ASP2 – Connection

Contact Name \*

Company Name

NA if not applicable

Contact Number \*

Email \*

ASP Accreditation number

Address

Street Number

Street Name \*

Suburb \*

Post Code \*

State \*

☐ ASP3 – Design

Back

Cancel

Save

Continue

**Note:** If you click **Save** or **Cancel** on this page, your application can be edited and completed or deleted via **Saved Applications** (top of the screen)

4. Is there an Accredited Service Provider... - if prompted, select the relevant response:

- If there is no ASP - select **NO** and go to step 5 below

OR

- If there is an ASP or ASPs, select **YES**

Select the checkbox for the relevant type or types:

- **ASP1 – Construction**
- **ASP2 – Connection**
- **ASP3 - Design**

Enter the details for the ASP or ASPs

Continue

5. Click **Continue** when you have completed all required details

The next step in the application is Review

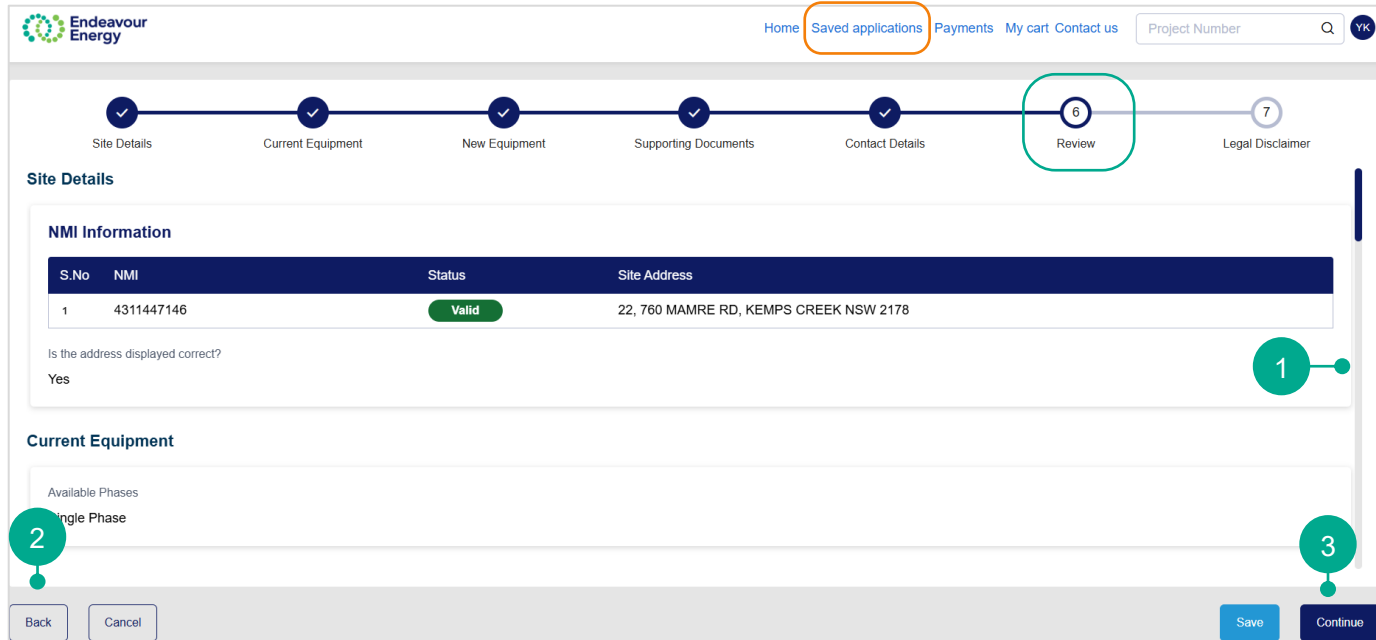
Page 20 28/10/2026

## 5 Review

When you have reviewed or entered the Contact Details, the next screen is **Review**

1. **Scroll down** the page to review all the information you have entered and check the details are correct

**Note:** If you click **Save** or **Cancel** on this page, your application can be edited and completed or deleted via **Saved Applications**



Endeavour Energy

Home **Saved applications** Payments My cart Contact us Project Number

Site Details Current Equipment New Equipment Supporting Documents Contact Details **Review** Legal Disclaimer

**Site Details**

**NMI Information**

| S.No | NMI        | Status | Site Address                           |
|------|------------|--------|----------------------------------------|
| 1    | 4311447146 | Valid  | 22, 760 MAMRE RD, KEMPS CREEK NSW 2178 |

Is the address displayed correct?  
Yes

**Current Equipment**

Available Phases  
Single Phase

Back Cancel Save Continue

2. If you need to make any changes, **click**  to go back to each previous screen

Alternatively, click on the step at the top of the page to jump to that page e.g.

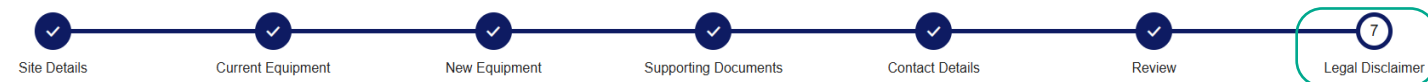


Site Details

**Make the required changes** and click  to save the changes and move through each page

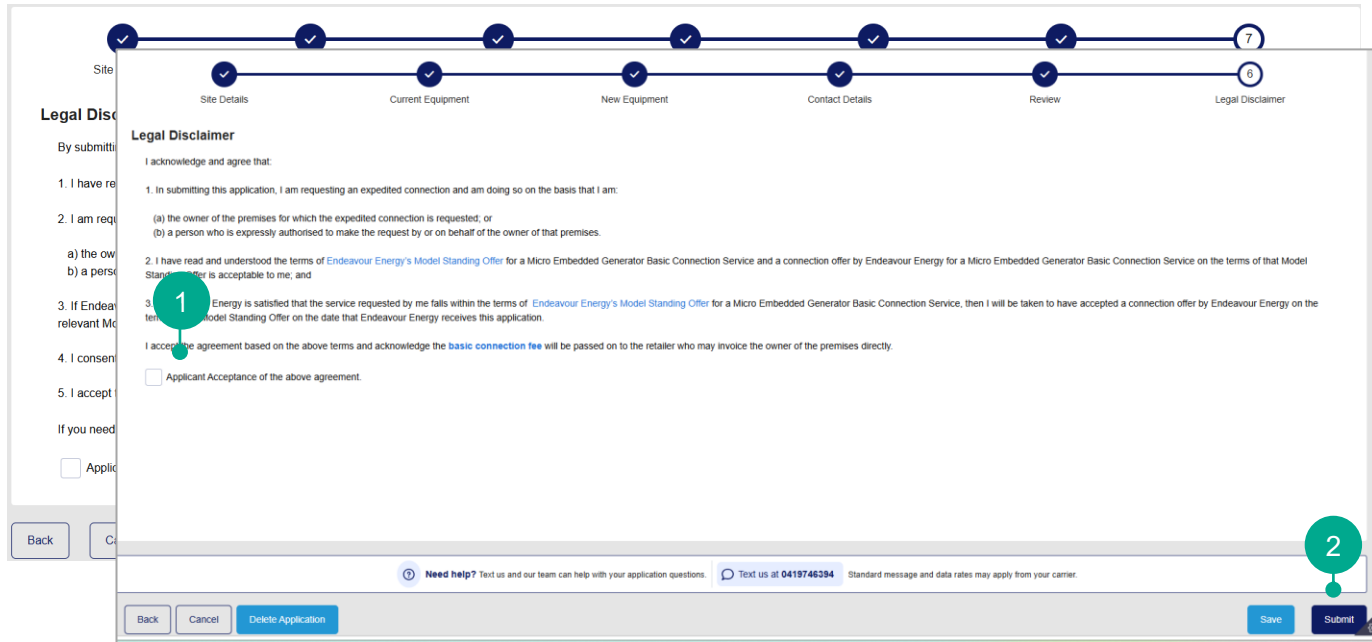
3. When you have reviewed the information, **click**

The next step in the application is **either** [Legal Disclaimer](#)  **or** [Payment Lodgement](#) 



## 6 Legal Disclaimer

When you have reviewed the application, the next screen is **Legal Disclaimer** for either **Basic Application** or **Standard Application**



### Read the Legal Disclaimer

1. If you want to proceed with the application, **select** the ☒ **Applicant Acceptance of the above agreement** checkbox

2. **Click** **Submit** to proceed

For **standard applications**, the next step in the application is [Payment Lodgement](#)

For **basic applications**, the application will be automatically approved, and you do not need to do anything further

For both scenarios, continue to the **next page** 

**Note:** If you do not want to proceed with the application, click **Delete Application**

**Note:** If you click **Save** > **Save and close** on this page, you can access your application via the **Saved applications** link at the top of the screen.

Thank you for your application submission

OR

Payment Lodgement

When you have read and accepted the Legal Disclaimer, the next screen is either:

- **Thank you for your application submission** – if you're submitting or amending a basic application, there is no fee, so **no payment required**

OR

- **Payment Lodgement** – if you're submitting or amending a standard application, there is a fee, so **payment is required**

Thank you for your application submission

**Thank you for your application submission.**

The application will now progress to assessment unless all required documents have not been received. We will send you an email confirming your Endeavour Energy reference number and provide you with a copy of your submitted application form for your reference.

To follow the progress of your submitted application/connection project, please visit the Endeavour Energy Connections Portal.

For any enquiry

Customer Network Solutions  
P: 02 9853 7977  
E: [cwadmin@endeavourenergy.com.au](mailto:cwadmin@endeavourenergy.com.au)

[Home](#) [Saved applications](#) [Payments](#) [My cart](#) [Contact us](#)

Project Number

**Thank you for your application submission.**

Once approved, your application details will automatically flow into the [NSW CER Installer Portal](#).

You'll need to nominate an installer in the portal to complete the job. For more information on the NSW CER Installer Portal [visit here](#).

If device details change (i.e. brand, model or manufacturer), please amend your application in the Endeavour Connection Portal before installation has commenced in the CER Installer Portal [User Guide](#). Refer to this for details on how to amend an application.

Your opinion matters! Share your thoughts in our short 2 minute survey. To take the survey [Click here](#)

Customer Network Solutions  
P: 02 9853 7977  
E: [cwadmin@endeavourenergy.com.au](mailto:cwadmin@endeavourenergy.com.au)

Close

1

Close

1. **Click** You are returned to the Connections Portal Home page.

OR

OR

Payment Lodgement

[Home](#) [Saved applications](#) [Payments](#) [My cart](#) [Contact us](#)

Project Number

**Payment Lodgement**

Thank you for your Application Submission.

To progress your application to assessment, please complete your payment for Standard Connection Offer.

Once payment is completed, we will assess your application and we will provide you with an appropriate response which will address your requirements.

⚠ Once you proceed to payment, the details of your saved application will no longer be editable.

Endeavour Energy will not call you directly or ask for your bank account details.

**Total amount to be paid**

\$

✔ Site Details ✔ Application Details ✔ Supporting Documents ✔ Contact Details

[Edit Application](#)[Proceed To Payment](#)

1

Cancel

Delete Application

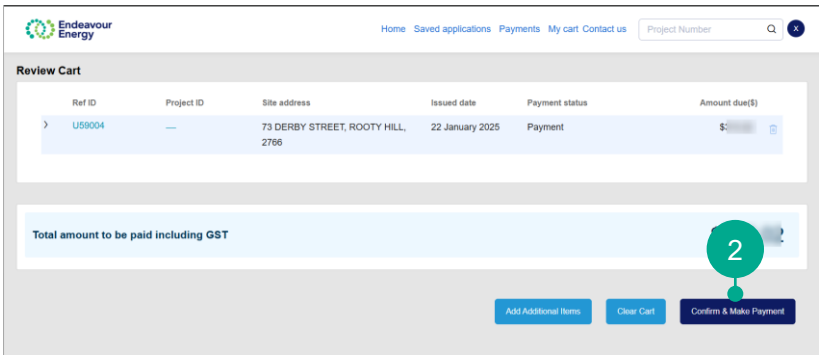
[Proceed To Payment](#)1. **Click**

(instructions are continued on the next page)



**Note:** Once you click *Proceed to Payment* you can no longer make any changes during this application process.

## Review Cart

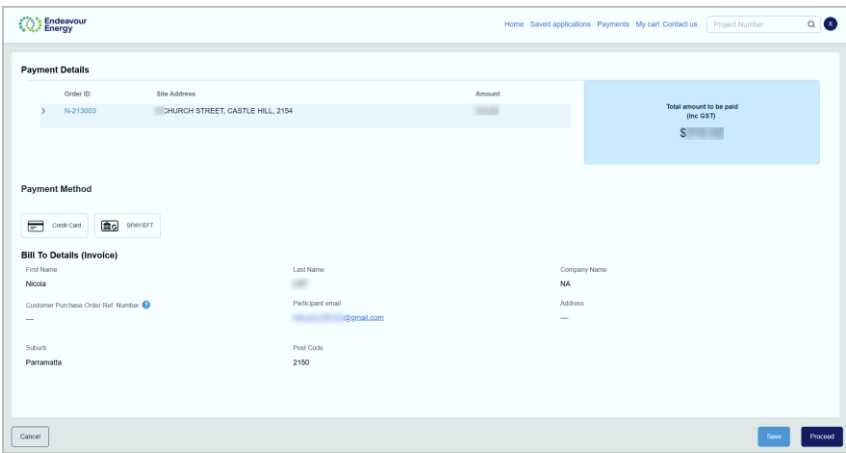


Click > to expand the row if you want to display additional details

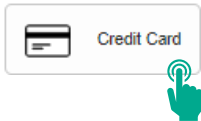
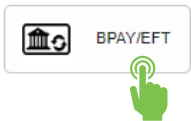
2. Click

Confirm & Make Payment

## Payment Details



**Next steps** - differ depending on the payment method you want to select



The next pages in this guide include a summary of the steps to pay via credit card, BPAY or EFT when you lodge your application.

For instructions on combining payments, nominating another billing party and paying at a later date, refer to the **Make a Payment user guide** or [how to video](#) on our **Portal Support** page

## HOW TO PAY BY CREDIT CARD

### Payment Details

3. Click



Only the account holder of the Connections Portal account can pay via credit card.

Note the Participant email address on this screen. All payment notifications are sent to the email address that the project fee has been issued to.

4. Click

Proceed

### Thank you for choosing Credit Card as your payment option

5. Click

Pay

### Non Refundable Fee

6. Click

Proceed

if you are happy to continue

### Payment Details

7. Select the Card Type, enter your Card Number, select the Expiry Month, Expiry Year and enter the CVN.

Note: If you click Cancel at this step, the application will be available under Payments > Pending Payments on the Home page.

8. Click

Pay

to complete the payment

### Thank you for your payment

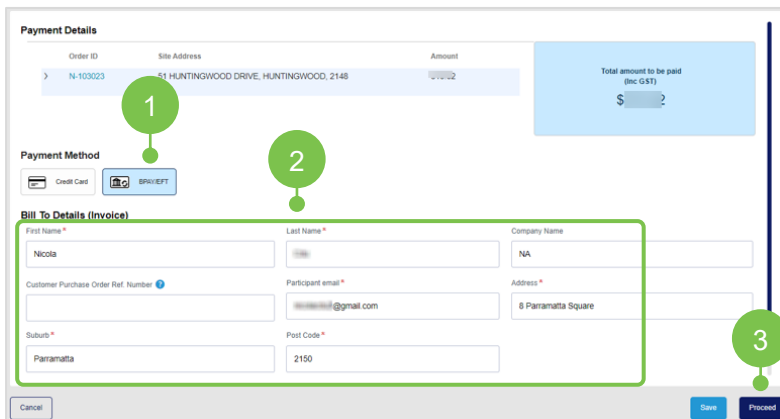
9. Click

Close

You are returned to the Connections Portal Home page. Your application is listed in the My Projects section (it may take a few minutes for it to be listed).

## HOW TO PAY BY BPAY / EFT

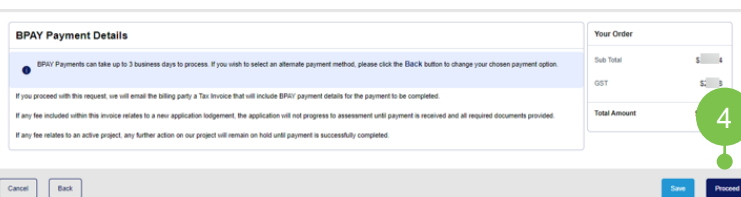
### Payment Details



The screenshot shows the 'Payment Details' form. Callout 1 points to the 'Payment Method' section where 'BPAY/EFT' is selected. Callout 2 points to the 'Bill To Details (Invoice)' section, which includes fields for First Name, Last Name, Company Name, Customer Purchase Order Ref. Number, Participant email, Address, Suburb, and Post Code. Callout 3 points to the 'Proceed' button at the bottom right of the form.

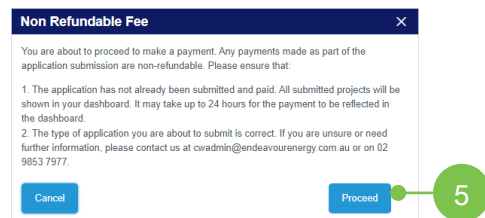
**Note:** If you **Save** at this step, the application will be available under **Payments > Pending Payments** on the Home page.

### BPAY Payment Details



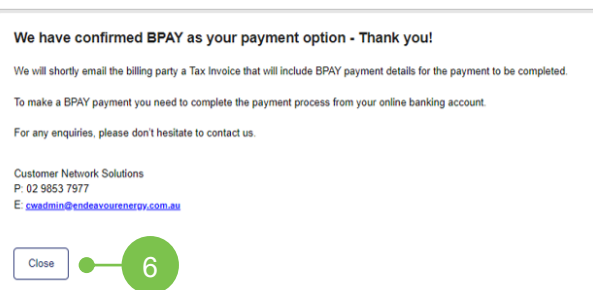
The screenshot shows the 'BPAY Payment Details' form. Callout 4 points to the 'Proceed' button at the bottom right of the form.

### Non Refundable Fee



The screenshot shows a 'Non Refundable Fee' dialog box. Callout 5 points to the 'Proceed' button at the bottom right of the dialog.

### We have confirmed BPAY as your payment option – Thank you!



The screenshot shows a confirmation message box. Callout 6 points to the 'Close' button at the bottom left of the message box.

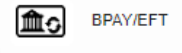
### Email Notifications and Tax Invoices

The billing party receives the BPAY Payment Pending email notification. The tax invoice is attached.

#### **Important!**

When you are making the BPAY or EFT payment, please quote the **Reference Number** displayed in the Payment Options in the tax invoice. **The reference number only applies to this application.** A different BPAY and EFT reference number is generated for other applications / fee payments.

1. Click



2. **Bill To Details (Invoice)** – your details default. If another party is going to pay the application fee via BPAY or EFT, enter their details. Ensure the email address is accurate

3. Click

Proceed

4. Click

Proceed

5. Click

Proceed

if you are happy to continue

6. Click

Close

An email will be sent to the nominated **billing party** with the BPAY and EFT details to use for the payment.

You are returned to the Connections Portal Home page. Your application is **not listed** in the **My Projects** section as the fee has not yet been paid.

## HOW TO AMEND AN APPLICATION

### Notes:

- *BASIC (only) Applications can be amended for the equipment to be installed at the site, provided installation has not yet commenced in the CER Installer Portal..*
- *The application must first be approved in the Connections Portal and received in the CER Installer Portal for amend function to be available .*
- *Amendments can only be made while the application is in the 'Awaiting Installation' status in the CER Installer Portal and **before installation has commenced**.*
- *Changes made in the Connections Portal will automatically flow through to the CER Installer Portal.*
- *Use the Amend Application function to correct or update equipment details if any discrepancies are identified prior to installation.*

1. From the HOME page – click on 'Active Projects' or 'Auto Approved PTCS'. Locate the Project under 'Project ID' column (Look for the relevant 'FNC' application number)

2. Under 'Action' column click on the pencil icon to amend the application

Active Projects    Auto approved PTCS

My Projects

From  To  Suburb  NMI   Export

| Project ID | Project Street | Project Suburb | Type      | NMI | Load/Export | PTC Issued Date | Action |
|------------|----------------|----------------|-----------|-----|-------------|-----------------|--------|
| FNC0670    | ...            | MOUNT DRUITT   | Generator | ... | 3.00        | 03 August, 2026 |        |

Amend

### Amend Confirmation

Do you want to continue to Amend the application?

Cancel

Confirm

3. Next there will be a question "Do you want to continue to Amend the application? The options are 'Cancel' or 'Confirm'

Home Saved applications Payments My can Contact us Project Number

1 Site Details 2 Current Equipment 3 New Equipment 4 Review 5 Legal Disclaimer

Select Application Size Under 5MW

Site Details

Please check the site address below. If address please place a new application.

| S.No | NMI        | Site Address |
|------|------------|--------------|
| 1    | 4310790733 | ...          |

Need help? Visit us and our team can help with your application questions. Text us at 0419746324. Standard message and data rates may apply from your carrier.

Discard Continue

4. If Confirm is selected, the next screen is 'Site Details' – where it will be required to check the site address details.

The address is unable to be amended. To change the address a **new** application is required.

Select continue to go to the next screen.

## AMEND AN APPLICATION

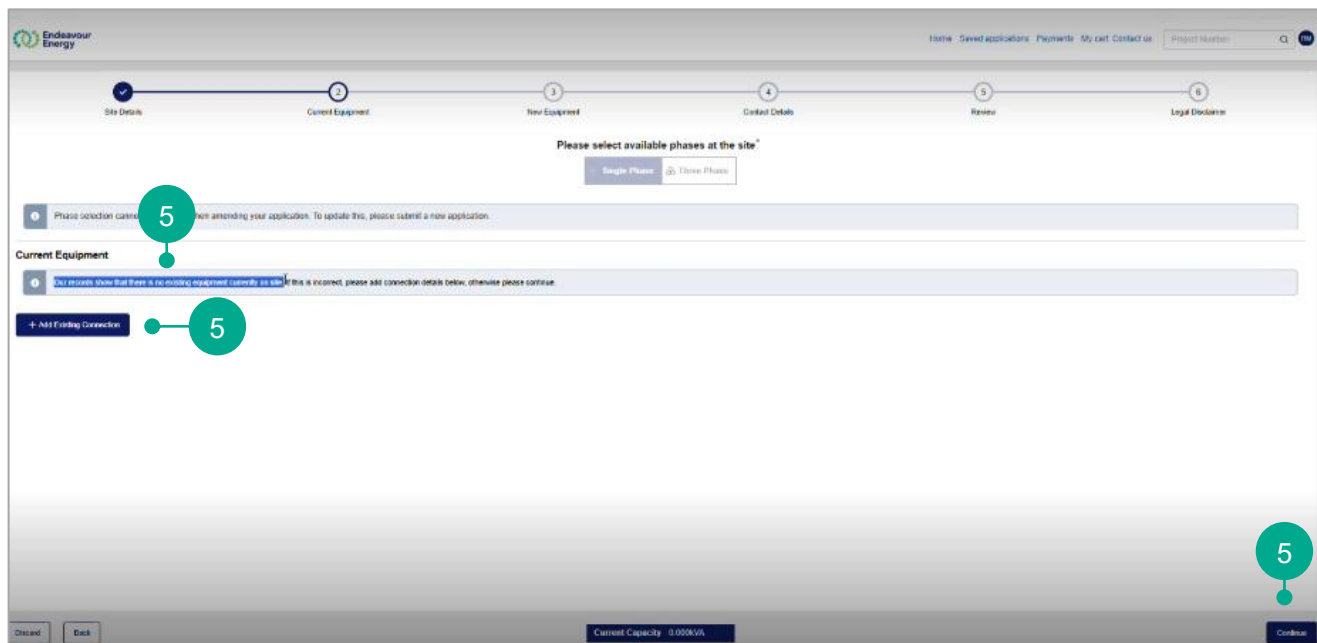
The next screen is the 'Current Equipment' Screen.

The phases cannot be changed, and the screen message states: **The Phase Selection cannot be changed when amending your application. If phase needs to be changed, you will need to submit a new application.**

5. If there is existing 'current equipment', then that will require validating. Confirm the current equipment from the original application and what is actually installed at site.

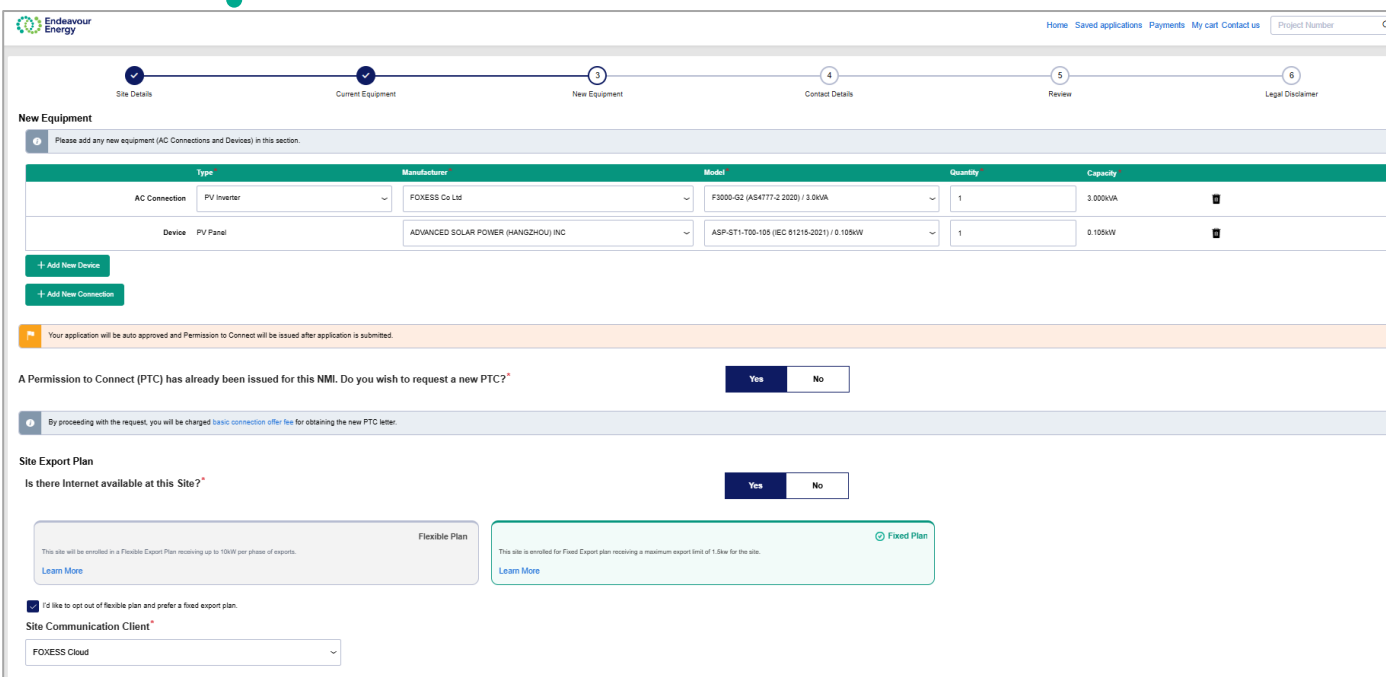
- If the 'current equipment' has changed, it can be updated on this screen
- If new equipment needs to be added, click 'Add New Connection' and follow the steps on page 14

After completing this screen, click confirm in the bottom right corner.



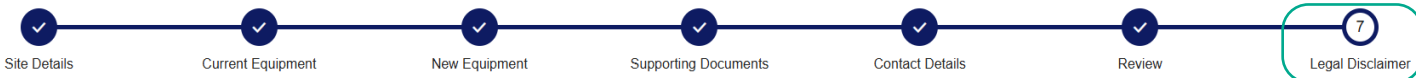
6. The next page displays the information from the original application. All the fields are editable, devices can be amended or added, and updates can be made to Site Export Plan, Site Communication Client etc. Follow the steps on page 14 if adding new equipment.

6

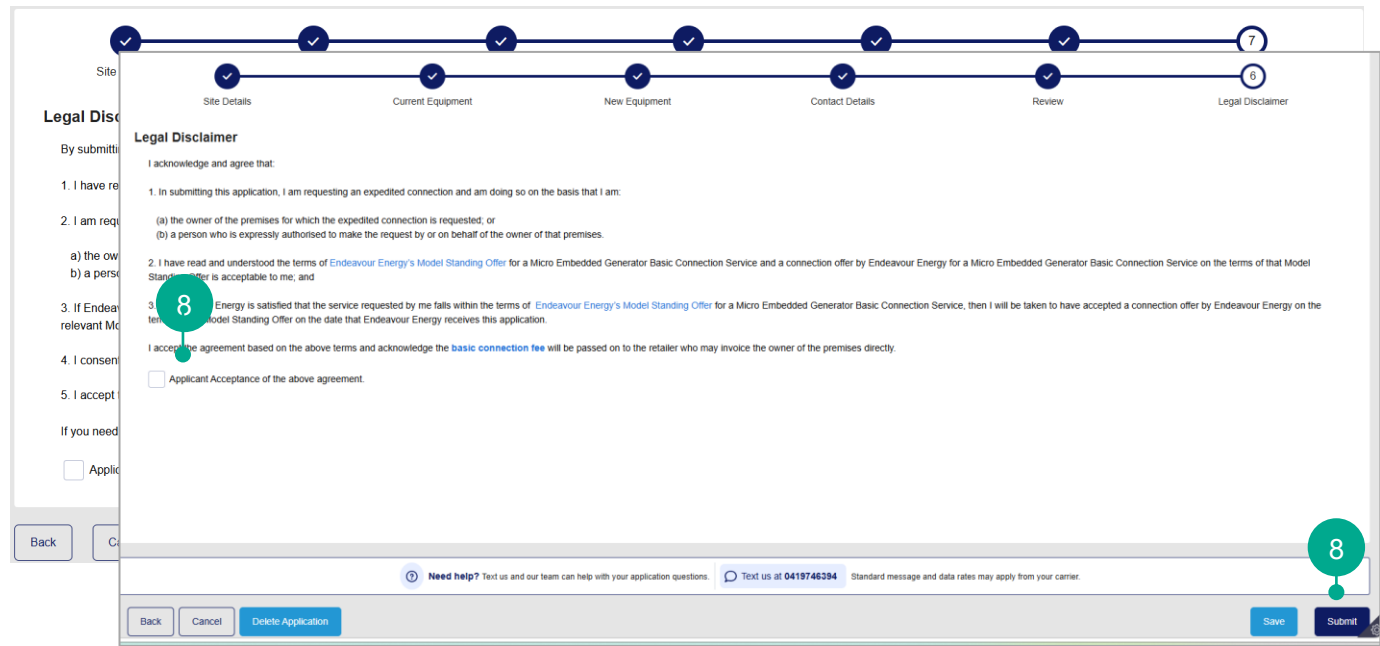


## 7

7



When you have amended or reviewed the application, the next screen is **Legal Disclaimer**



Legal Disclaimer

By submitting this application, I acknowledge and agree that:

1. I have requested an expedited connection and am doing so on the basis that I am:
  - (a) the owner of the premises for which the expedited connection is requested; or
  - (b) a person who is expressly authorised to make the request by or on behalf of the owner of that premises.
2. I have read and understood the terms of Endeavour Energy's Model Standing Offer for a Micro Embedded Generator Basic Connection Service and a connection offer by Endeavour Energy for a Micro Embedded Generator Basic Connection Service on the terms of that Model Standing Offer is acceptable to me; and
3. If Endeavour Energy is satisfied that the service requested by me falls within the terms of Endeavour Energy's Model Standing Offer for a Micro Embedded Generator Basic Connection Service, then I will be taken to have accepted a connection offer by Endeavour Energy on the terms of that Model Standing Offer on the date that Endeavour Energy receives this application.

I accept the agreement based on the above terms and acknowledge the basic connection fee will be passed on to the retailer who may invoice the owner of the premises directly.

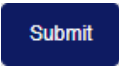
☐ Applicant Acceptance of the above agreement.

If you need help, click the 'Need help?' link. Text us at 0419746294. Standard message and data rates may apply from your carrier.

Back Cancel Delete Application Save Submit

Read the Legal Disclaimer

8. If you want to proceed with the amended application, **select** the ☒ Applicant Acceptance of the above agreement checkbox

8. **Click**  to proceed

For **standard applications**, the next step in the application is Payment Lodgement

For **basic applications**, the application will be automatically approved, and you do not need to do anything further. For both scenarios, refer to page 23. 

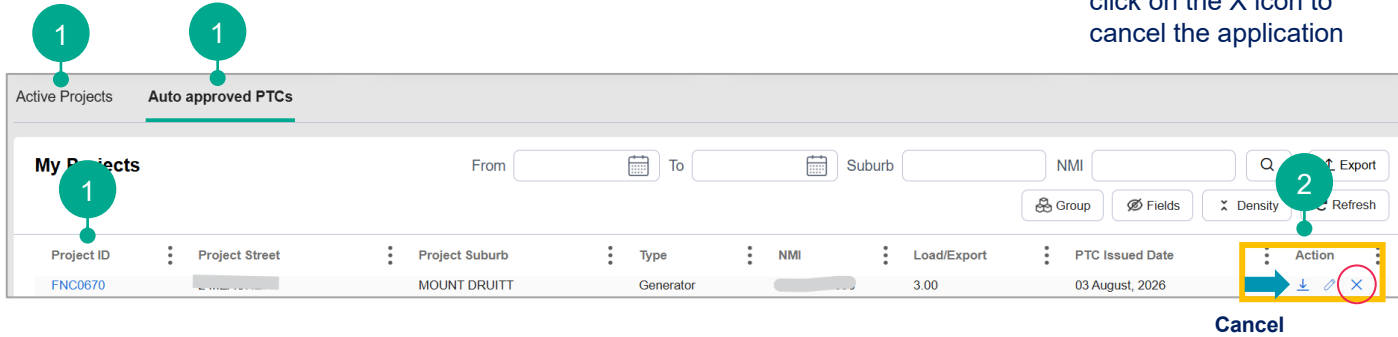
**Note:** If you do not want to proceed with the amendment, click **Cancel**

## CANCEL AN APPLICATION

- Applications can be cancelled, provided installation has not yet commenced in the CER Installer Portal..
- The application must first be approved in the Connections Portal and received in the CER Installer Portal for cancel function to be available .
- Cancellations can only be made while the application is in the 'Awaiting Installation' status in the CER Installer Portal and **before installation has commenced**.
- This will also cancel the application in the NSW CER Installer Portal

1. From the HOME page – click on 'Active Projects' or 'Auto Approved PTCS'. Locate the Project under 'Project ID' column (Look for the relevant 'FNC' application number)

2. Under 'Action' column click on the X icon to cancel the application



Cancel

### Cancel Application

Cancellation Reason \*

Select ▾

Cancel Submit

3. Select a cancellation reason from the drop-down list

### Cancel Application

Cancellation Reason \*

Other ▾

Notes \*

Cancelled

Cancel Submit

4. If 'Other' is selected, add a cancellation reason in 'Notes' section, then click submit.