



**Solar*Rewards Community
Overview of e-Signatures : Interconnection Process Training**

Last Updated on 5.29.2020

Disclaimer

This PPT Manual is frequently revised.

Please use the web version **only**,
To ensure the most up-to-date information.

Looking for a specific page or step? Try searching for keywords using Ctrl + F

How do I e-Sign?

- We use Sertifi e-Contracts
- E-Signatures will be routed to you via email. Review the chart on the following slide to see where each e-Sign requirement is routed.
- Once complete, you will need to refresh the application page for the “Action Item” to update to “Draft”

How do I e-Sign?

- The App Agent and Customer emails **must** be different for e-signing
 - Some docs go to App Agent for signature, some to Customer for signature - these cannot be combined and signed by the same email
- All e-Sign documents **must** be e-Signed by the email address they are sent to, and cannot be forwarded on for signature.

e-Sign

Status	Action Item	Document Name	Routed to
Program Approval	Program Approval eSign	Deposit Fee Form eSign	App Agent
Program Approval	Program Approval eSign	Interconnection Application Summary eSign	Customer (Developer/Owner)
Initiate Application	Initiate Application eSign	MN Engineering Process Fee eSign	App Agent
Supplemental Review	Supplemental Review SOW eSign	Supplemental Review SOW eSign	App Agent
System Impact Study	System Impact Study eSign	System Impact Study SOW eSign	App Agent
System Impact Study	System Impact Study eSign	System Impact Study Agreement	App Agent
Transmission Study (Rare)		Transmission Study SOW	App Agent
Facility Study	Facilities Study eSign	Facilities Study SOW	App Agent
Interconnection Agreement	Interconnection Agreement eSign	MNDIA	Customer (Developer/Owner)
Design and Construction	Stated Address Amendment eSign	Address Amendment	App Agent

