

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

When e-Payments are Required

- Pre-Application Process
 - Processing Fee
 - -Cost: \$300
- Program Approval
 - Application Fee
 - -Cost: \$1,200
- Initiate Application
 - Engineering Process Fee
 - Cost: Certified Fast Track: \$100 + \$1/kW

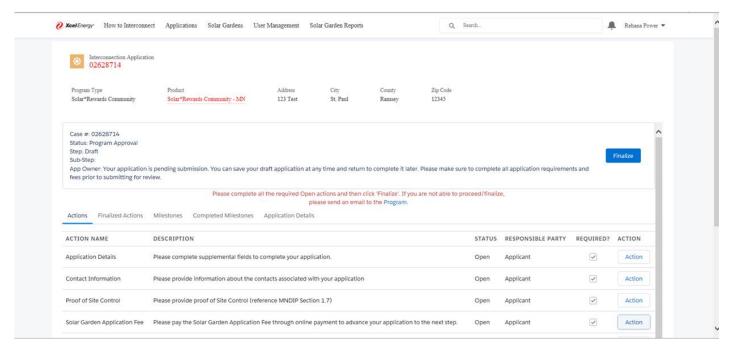
Non-Certified Fast Track: \$100 + \$2/kW

Study Track: \$1,000 + \$2/kW

When e-Payments are Required

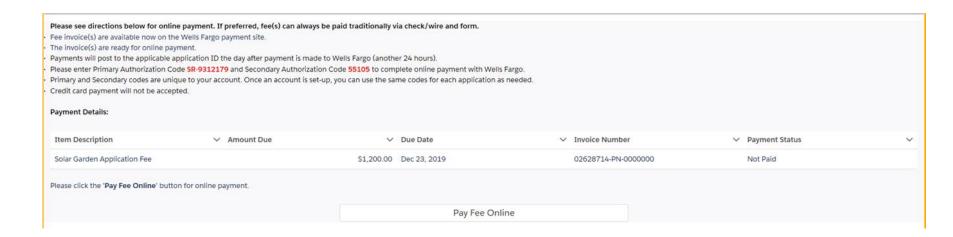
- Supplemental Review
 - Supplemental Review Fee
 - Cost: \$200
- System Impact Study
 - System Impact Study Fee
 - Cost: \$12,000
- Facilities Study
 - Facilities Fee
 - Cost: \$10,000-\$22,000

Step 1: Select the Fee Action Item

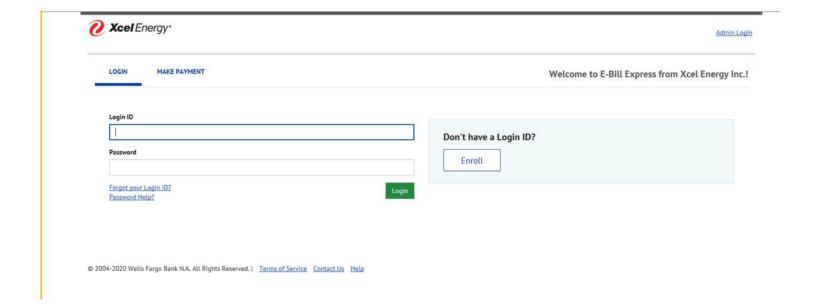


^{*}Salesforce Widget Screen*

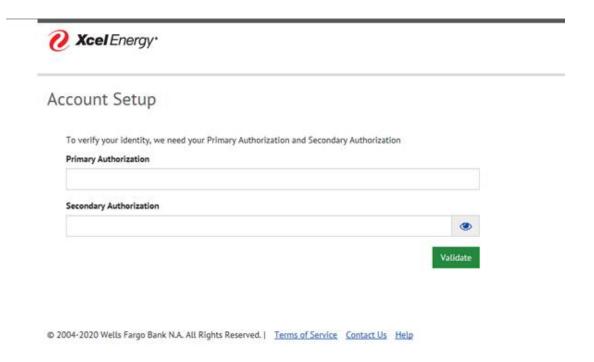
Step 2- Copy the red provided *Primary Authorization Code & Secondary Authorization Code*, and click on 'Pay Fee Online'



Step 3: Click 'Enroll'

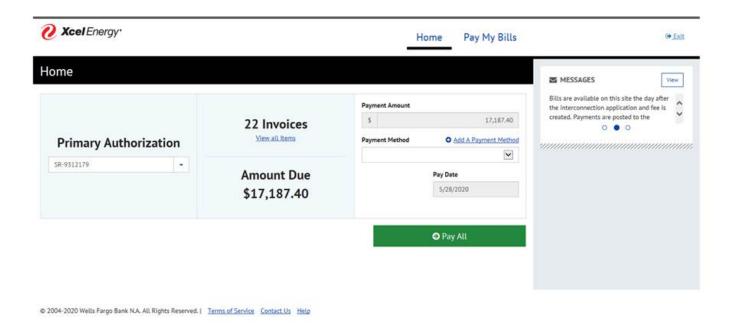


Step 4: Paste/Type the Primary Authorization & Secondary Authorization Codes from the Salesforce Portal



You will be prompted to input some information for your new e-Pay Account. After inputting and submitting this information, your account will be set up.

Step 5: After Enrolling, you will be able to log into the e-Pay Portal and view all of your invoices and make payments.



^{*}Disclaimer: Please only make individual payments for each invoice, rather than one combined payment for multiple invoices*

E-Payments

E-Payments can take up to 48 hours to be received

 Once payment has been received that action item will change from Open to Draft in the portal

Frequently Asked Questions

- Can I use a corporate credit card?
 - Yes, you can input a credit card into the ePayment system.
- Will my ePay login be different than my Xcel Energy Interconnection Portal login?
 - Yes, this will be unique to the ePay system.
 - However, there will only be one account per company, that all company personal could access if desired.
- Can I see a summary of payments within the ePay system?
 - Yes, when you login you can navigate to additional options to view history of payments or invoices, amount, invoice number that the eBill Xpress creates, and case number for the interconnection application.
- Is there an autofill option for the Authorization numbers?
 - Yes, once you copy/paste the Authorization codes the first time to create and setup your login, you can login to the ePay system and simply click invoices to select which you would like to make a payment on!
- Can I print invoices or statements?
 - Yes, there are many capabilities available within the E Bill Express system!

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