



## Transmission Services

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### Establishing a New Interconnection Customer

The "Interconnection Customer" is the entity in whose name an Interconnection Request is submitted and which becomes BPA's counterparty to the Study Agreements, Environmental Review Agreement, and eventual interconnection agreement or BAASA.

For BPA to transact with an Interconnection Customer entity, that entity either must already be established in BPA's systems as a 'customer' of BPA, or must submit the paperwork to so establish itself. This is applicable to all situations including new interconnection requests, the sale or transfer of a request to another entity, or to the transfer of a request from one entity to its affiliate.

Please note the requirement for 30 days advance notice of any transfer of a request, found as section G of the Large Generator Interconnection Business Practice.

Please note that the information required to become a BPA Interconnection Customer is included in, but is less extensive than, the information required to become a Transmission Customer.

If you are in any doubt as to whether new information needs to be submitted, please contact your Transmission Account Executive or the appropriate [Procedural Administrator](#).

To become an Interconnection Customer:

- Complete both parts of Form [4220](#), which consists of the W9e and the New Vendor form. The forms must be emailed, faxed or sent to BPA; please see [http://transmission.bpa.gov/Business/Generation\\_Interconnection/documents/procedural\\_administrator.pdf](http://transmission.bpa.gov/Business/Generation_Interconnection/documents/procedural_administrator.pdf) for contact information

Before emailing or faxing the W9e, it must be:

- printed
- signed
- Please send supporting hard copy originals of both parts of Form 4220 to be received within five Business Days.

**Note:** We will need the W9e information in advance of, included with any Interconnection Request, or very shortly after submittal, to establish the entity in our systems before we can begin the processes of validating the Request.

- A copy of the entity's Certificate of Incorporation, and a list on letterhead of those people authorized to enter into contracts on behalf of the entity, are also required.