



Transmission Services

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. If that entity has not previously done business with BPA in its own name, it must follow the process in this document to establish itself as a new Interconnection Customer. This information applies equally to an existing BPA customer that submits an Interconnection Request in the name of a new subsidiary or affiliate.

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 in section F 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 [BPA Contacts for Interconnections and Related Matters](#) for contact information. Before emailing or faxing the W9e, it must be signed.

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 Articles of Incorporation or State-Issued documentation such as a Certificate of Formation or documents from a State Business Registry database.