SCHEDULE 3

APPLICATION FORM FOR MINI-GRID PERMIT
(Pursuant to S.7 and S.8 (1) (a) of the Regulation for Mini-Grids, 2025)

IMPORTANT NOTE:
Your application is incomplete unless all required documents are submitted and the and the application is accompanied by the appropriate processing fee.

In compliance with the Mini-Grid Regulations, 2025, I am herewith certifying that I [NAME], _____
, hereby apply for a permit for a Mini-Grid Project or Permits for a Portfolio of Mini-Grid Projects pursuant S.7 or S. 8 (1) (a) of the Mini-Grid Regulation.

1.0 PARTICULARS OF APPLICANT AND CONTACT PERSON

Name of Applicant: _____

Physical address: _____

Postal address: _____

Tel: _____

Mobile Phone: _____

E-mail: _____

Website Address: _____

Name of Contact Person:_____

Mobile Phone of Contact Person:_____

E-mail of Contact Person:_____

2.0 LEGAL STATUS OF APPLICANT

2.1 Indicate legal status of Applicant (Tick relevant option)

A. Sole Proprietorship
B. Partnership
C. Public Limited Liability Company
D. Private Limited Liability Company
E. Cooperative Society
F. Incorporated Trustee
G. Other (please specify)

(Attach Certificate of Incorporation, Memorandum and Articles of Association, Deed of Partnership, Deed of Trust, as applicable)

3.0 NATURE OF APPLICATION

3.1 State whether the Application is a fresh Application or a Renewal

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3.2 Existing Permit/License/Tripartite Agreement
Does the Applicant have an existing Permit/License/Tripartite Agreement issued by the Commission for other systems?

If yes, state the nature of the Permit/License/Tripartite Agreement, date issued and the Permit/License/Tripartite Agreement number.

3.3 Refusal, Suspension or Cancellation of Permit/License/Tripartite Agreement
Has the Applicant ever been refused a Permit/License/Tripartite Agreement or had its Permit/License/Tripartite Agreement suspended and/or cancelled by the Commission?

If yes, give details of the refusal, suspension, and/or cancellation.

4.0 MAIN BUSINESS ACTIVITIES OF APPLICANT

Please indicate the main business activities the Applicant is currently engaged in.

5.0 DESCRIPTION OF PROJECT

Detailed description of the project:

5.1 Site of the mini-grid (State, Local Government Area, Ward, Village) *(list all sites in a portfolio)*

Project	**State**	**Local Government Area**	**Ward**	**Village**
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

(Attach title document to the land, relevant maps, and drawings *for each site)*

5.2 Generation (*provide the relevant details for each site in the portfolio using the template below*)

	Generation Technology (Size in kW)						**Storage (in kW)**	**Inverter (in kW)**
Project	**Solar**	**Wind**	**Hydro**	**Biomass**	**Diesel**	**Total**		
1								
2								
3								
4								

5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
16								
17								
18								
19								
20								

Location of the Power Plant (geographical coordinates for each site):

Project	**Longitude**	**Latitude**	**Is the Power Plant new? If no, please state number of years the plant has been in operation**
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

5.3 Distribution *(provide the below mentioned details for each site in the portfolio)*

	Length of distribution network (in meters)					**Type of lines**
Project	**Single Phase MV**	**Three Phase MV**	**Single Phase LV**	**Three Phase LV**	**Total**	
1						☐ Overhead ☐ Underground
2						☐ Overhead ☐ Underground
3						☐ Overhead ☐ Underground
4						☐ Overhead ☐ Underground
5						☐ Overhead ☐ Underground
6						☐ Overhead ☐ Underground
7						☐ Overhead ☐ Underground
8						☐ Overhead ☐ Underground
9						☐ Overhead ☐ Underground
10						☐ Overhead ☐ Underground
11						☐ Overhead ☐ Underground
12						☐ Overhead ☐ Underground
13						☐ Overhead ☐ Underground
14						☐ Overhead ☐ Underground
15						☐ Overhead ☐ Underground
16						☐ Overhead ☐ Underground
17						☐ Overhead ☐ Underground
18						☐ Overhead ☐ Underground
19						☐ Overhead ☐ Underground
20						☐ Overhead ☐ Underground

	Number of Poles				Transformers	
Project	**Cement**	**Wood**	**Other**	**Total**	**Rating (in kW)**	**Number**
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						

5.4 Customers (provide the details for each site in the portfolio)

Number of customers:

	Number of customers					Electricity sales (kWh/ year)	Comment
S/ No	**Residential**	**Commercial**	**Industrial**	**Special**	**Total**		
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							

For Interconnected Mini-Grids and Isolated Mini-Grids Above 1 MW		
1	Feeder name	
2	Feeder code	
3	Voltage level	
4	Substation Identification (where applicable)	

5.5 Revenue and Sources of Funding

Electricity tariff [NGN/kWh or flat rate per W]:_____

Share Capital contribution (specify foreign or local): _____

Loan capital (specify source and provide evidence):_____

Others (specify): _____

DECLARATION BY THE APPLICANT

The project is not unlawful or contrary to the interest of the Federal Republic of Nigeria, provisions of the Electricity Act, 2023 and relevant KERC Regulations. I/we hereby declare that the details stated above are, to the best of my/our knowledge, true and correct.

Dated this _____ day of _____20__

THE COMMON SEAL OF THE WITHIN NAMED APPLICANT
(Name of Applicant)

Has hereunto been affixed in the presence of:

Sign:	Sign:
Name:	Name:
Designation:	Designation:

Sworn to this _____ day of _____ 20_____ at _____

BEFORE ME

_____

NOTARY PUBLIC/COMMISSIONER OF OATHS

ACCOMPANYING DOCUMENTATION

Please submit 2 hard copies and a soft copy of all supporting documents, including;

1. Contract between the Community Representative and Mini-Grid Operator, where applicable.
2. Power station layout drawings.
3. Map with position of power station and distribution network marked using indicators to distinguish single phase and three phase as well as medium voltage networks.
4. Certified copy of Certificate of Incorporation, Memorandum and Articles of Association, Deed of Partnership or Deed of Trust, as applicable.
5. Certified copy of Certificate of Occupancy or Lease Agreement for Project Site.
6. Certified copy of Building Permit, where applicable.
7. Evidence of Distribution licensee's consent.
8. Filled Minigrid tariff model.

ADDITIONAL REQUIREMENTS FOR INTERCONNECTED MINI-GRIDS AND ISOLATED MINI-GRIDS ABOVE 1 MW

1. Copy of the latest Hosting Capacity Information obtained from the Distribution Licensee or evidence of request and non-response.
2. Single-line diagram showing the proposed point of common coupling, metering arrangement, protection arrangement, and ownership demarcation.
3. System Impact Study, where required under section 9 of the Mini Grid Regulations 2025.
4. Environmental screening evidence and Environmental and Social Management Plan, where applicable.
5. For amendment or expansion applications, a short statement identifying the proposed change and the incremental documents submitted in support thereof.