

LIST OF DOCUMENTS TO BE SUBMITTED

Requirement to be submitted at the start of the application

Document type	Details
Authorization document and one (1) valid ID of representative (if applicable)	- Residential - Authorization Letter / Special Power of Attorney - Non-Residential - Sole Proprietorship: - Authorization Letter / Special Power of Attorney - Corporations / Partnerships / Cooperatives / Non- government Organizations / Foundations / Religious Organizations / Government-Owned and Controlled Corporations: - Notarized Board Resolution / Secretary's Certificate - National Agency / Local Government Unit: - Letter of Authority from Head of Agency or Office / LGU Resolution or Sangguniang Resolution <i>Indicate in the authorization documents the name of the authorized representative and the signatory for the Net-Metering Agreement (NMA) and other documents</i>

Completion Phase Requirements (Submitted after Inspection)

Document type	Details
Certificate of Final Electrical Inspection (CFEI)	- This will be issued by your Local Government Unit (LGU). As processing may differ per LGU, applicants are strongly encouraged to coordinate early to prevent delays. - Before MERALCO can proceed with testing and commissioning, you must submit either the (a) actual CFEI, or if the CFEI has not yet been issued but is deemed approved, (b) the Acknowledgment Receipt (A.R.) and Official Receipt (O.R.), in line with Section 6.4.3 of DOE-DILG-DPWH JMC No. 001 s. of 2026. The actual CFEI shall be submitted once issued by the LGU. - If meter replacement is required, it will be done only after the actual CFEI or both the A.R. and O.R. have been submitted.
Amended Net Metering Agreement	MERALCO will provide a copy of this Agreement to you. Note that notarization is NOT MANDATORY and electronic signatures are allowed, per ERC Advisory dated 22 September 2025
COC Application Fee (PHP 1,500.00)	- Upon receipt of the Statement of Account from ERC, you are highly encouraged to pay via the ERC-LBP Link.BizPortal for a convenient and seamless online transaction. Please provide proof of payment to MERALCO, as this will be included in the documents to be submitted to ERC. - Payments made in Cash, Cashier's Check, or Manager's Check (payable to 'Energy Regulatory Commission') shall be submitted to MERALCO for transmittal and payment to ERC.

Other possible requirements to be submitted

Document type	Details
Notarized affidavit and waiver for NM customers on REC meter installation (if applicable)	Applicable only if the customer chooses not to install a REC meter. Per Section 19 of the Energy Regulatory Commission (ERC) Resolution No. 15, Series of 2025, <i>"the installation of the REC Meter, however, shall be voluntary. In case of waiver by the QE of installation of REC Meter, the gross generation of the RE Resource shall be computed using the formula or methodology"</i>: Generation per Month (in kWh/mo) = Installed PV Capacity (in kWp) × Capacity Factor × AC/DC Ratio × Hours of Operation per Month (in hr) Where: AC/DC Ratio= 0.7519 Capacity Factor: Rooftop Solar = 18.05%; Ground-mounted Solar = 19.0%; Floating Solar = 18.62%
Difference in Meter Cost (DIMC) Fee (if applicable)	- Applicable only if you still have the old meter and not a bi-directional meter. The cost shall not exceed Three Thousand Philippine Pesos (P3,000.00) for residential customers, per ERC Advisory dated September 22, 2025. - Meralco will inform you if this is applicable. Please settle this for the energization, testing, and commissioning to proceed.