

Covering Letter (SAMPLE ONLY)

Ref: CX###

WR#

DD/MM/YYYY

Dear Sir/Madam

Subject: Configuration of Installation e.g.: 150 kVA NIL Export Bumpless transfer generator– **Project Name**,
Location

Please find attached our submission for the above-mentioned project.

This letter is to certify that as a Registered Professional Engineer of Queensland and by virtue of my training and experience, the submission documentation issued together with this letter complies with the requirements of the latest revisions of the following:

- Site Specific Enquiry Response
- STNW1174 Version [#] - Standard for LV Embedded Generation Connections, including the relevant standards applicable to this installation therein
- Queensland Electricity Connection Manual Version [#]

In addition to the above, the following documents have been submitted as part of the application:

- Network connection diagram (signed by RPEQ)
- Protection and control line diagram including instrument make, model, settings, and instrument transformer details (signed by RPEQ)
- Machine impedance characteristics
- Synchronisation Operational sequences (On loss of supply, on mains restoration, and testing sequences)
- Functional description of the intended operation of the proposed generating system including the bumpless transfer scheme
- Details of any interlocking systems (if relevant)
- Generator Technical Data sheet

Should you have any queries, please contact the undersigned.

Signed

RPEQ Engineer Name and Registration Number

Professional Title

Company Name

Company Address

Contact Details