

Installation Notice/Incentive Request

Eligible Service Providers may use this form to notify the Program Manager that a project is complete and ready for inspection and/or final incentive processing. This form must be used with the latest version of Adobe Reader (available at <http://get.adobe.com/reader>).

1. Project Identification

Reg # _____ Customer Last Name: _____ City: _____
Licensed electrical contractor who offered, performed and permitted electrical work for this project
Company Name: _____ License #: _____

2. Changes Since Pre-Application Approval

Have any details about this project changed from those presented in the project pre-application form and attachments? No Yes (resubmit changed pre-app submittals with changes highlighted)
Permanent account # (for new construction, if not already submitted): _____

3. Solar (or "REC") Meter Information

Make: _____ Model: _____ Meter #: _____
Starting kWh Value: _____ System Startup Date: _____

4. Additional Documentation Required

Check below to indicate each additional item is submitted along with this form.

- Copy of signed final customer invoice
- List of module and inverter serial numbers
- Copy of customer warranty
- Copy of local jurisdiction's UCC or green tag (or other proof indicating electrical work has been permitted and has passed local inspection if required; if not required, submit letter identifying and providing contact information for the applicable local jurisdiction).
- The utility has replaced the main service meter: Main service meter #: _____
- Photos of completed installation (low-res image files):
 - Overview – Front of house/business
 - Overview - PV array
 - Overview - BOS equipment
 - Closeup - Module specs label
 - Closeup - Inverter specs label
 - Closeup - Main service meter
 - Closeup - Solar (REC) meter
 - Closeup - Utility AC disconnect

5. Additional Incentives and Jobs Information (Optional) Will the project owner receive, or does the project owner plan to receive, any additional incentives for this project? If so, describe each incentive source and value: _____ Approximately how many person-hours were expended on this project? _____

6. Service Provider Attestation

I hereby attest that all information submitted regarding this project is true and accurate; that it conforms to all Utility Solar PV Program guidelines, requirements, and eligibility limits applicable to equipment, installation, interconnection, customers, and contractors; and agree that the installation may be subject to physical inspection at any time.

Signature of Authorized Officer

Title

Date