

**Attachment E**  
**PON 2112 – Solar PV Program**  
**ADDENDUM to the CUSTOMER PURCHASE AGREEMENT**

**All Customer Purchase Agreements submitted in connection with an Application for Incentives under PON 2112 must include a fully executed copy of this Addendum to the Customer Purchase Agreement to be eligible to apply for Solar PV Program incentives. The Eligible Installer is identified below as “Installer”, the Customer/Owner is identified below as “Customer,” and the Eligible Installer’s Contractor is identified as the “Contractor.” Once executed by Contractor and Customer, this Addendum shall be incorporated into and shall become part of the Customer Purchase Agreement.**

**Attorney Consultation:** This Agreement is a legally binding document; you may wish to consult with an attorney before signing.

**Conflicting Terms:** In the event of a conflict between the terms of the Agreement (including any and all attachments thereto and amendments thereof) and the terms of this Addendum, the terms of this Addendum shall control.

**Incentives** are only available for the installation of new equipment and PV Systems that have not been installed (partially or completely) prior to NYSERDA approval of the Incentive Application. Incentives will not be provided directly to Customers but are paid to the Contractor, who must apply the entire approved amount to the Customer’s cost via a corresponding reduction in Customer’s Total System Cost. Incentive Payment Request Form must be signed by the Installer and/or Contractor and Customer. The NYSERDA Solar PV incentive for this PV System is anticipated to be \$\_\_\_\_\_.

**Review of System Design:** NYSERDA will review the design of the PV System considering issues including, but not limited to, system layout, orientation, shading, expected output, etc. NYSERDA approval of the Incentive Application is contingent on adherence to the proposed system design. Installers must receive approval from NYSERDA for any material modification of the proposed system or its components, or the incentive may be revoked.

**Losses:** All potential system output losses (after all equipment losses are applied) associated with shading, system orientation, tilt angle, etc. may not exceed 20% of optimal system output to receive the full incentive. Such losses must be detailed in each application package using industry accepted shading and orientation tools, verifiable assumptions and calculations. Systems with losses greater than 20% of optimal output due to shading and orientation issues may be considered on a case-by-case basis. However, any available incentives for these systems will be prorated by output loss. In cases where trees or any other obstruction must be removed or moved in order to meet the program rules, incentive payments will not be made until the obstructions are removed and a new shading analysis and photos have been submitted and reviewed by NYSERDA. Any trees or obstructions must be clearly labeled in the site map.

**Qualified Sites/Customers:** Incentives are available to electricity distribution customers of Central Hudson Gas & Electric Corporation, Consolidated Edison Company of New York, Inc., New York State Electric & Gas Corporation, Niagara Mohawk Power Corporation, Orange and Rockland Utilities, Inc. and Rochester Gas and Electric Corporation who contribute to the Renewable Portfolio Standard/System Benefits Charge (sometimes referred to as “RPS/SBC” as a line item on utility electric bills).

**Warranty:** Both the Eligible Installer and the Contractor shall offer a full/transferable warranty to the purchaser of the PV System installed under this Customer Purchase Agreement for a period of five (5) years after the Eligible Installer/Contractor has completed the installation and NYSERDA’s final approval has been provided. This warranty covers all components of the system against breakdown or degradation in electrical output of more than ten percent from their original rated electrical output. This warranty covers the full cost, including labor and repair or replacement of defective components or systems. If a battery back-up is installed under this Agreement, the Eligible Installer and the Contractor shall offer a full warranty to the purchaser for the battery system for a period of 2 years

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after installation. This warranty covers the battery system against breakdown and covers the full costs, including labor and repair or replacement of the battery.

**RENEWABLE PORTFOLIO STANDARD (RPS) ATTRIBUTES:** Orders issued by the NYS Public Service Commission provide that the RPS Program will support and promote an increase, to 30%, of the percentage of the energy consumed in NYS that comes from renewable sources. When assessing and reporting on progress towards that goal, or on the composition of the energy generated and/or consumed in NYS, NYSEDA and the NYS Department of Public Service will include all electrical energy created by any project receiving funds through the NYS RPS Customer-Sited Tier Program, for the life of such projects, and the environmental attributes associated with such energy, whether metered or projected, as a part of any report, evaluation, or review of the RPS Program, whenever any such report, evaluation, or review may be conducted or issued, as renewable energy consumed in NYS. No party, including but not limited to owners, lessees/lessors, operators, and/or associated contractors shall agree to or enter any transaction that would or may be intended to result in the exportation or transmittal of any electrical energy created by any project receiving funds through the NYS RPS Customer-Sited Tier Program to any party or system outside of New York State.

**Data Monitoring and Reporting:** For a period of three years, either the Installer/Contractor \_\_\_\_\_ or Customer \_\_\_\_\_ [Please designate and initial] must take readings measuring the energy generation of the PV System every six months. Although the Customer may be responsible for taking meter readings, all meter readings must be submitted directly into PowerClerk by the **Contractor every six months.**

**Quality Control:** For quality control purposes, all parties including the Customer must provide NYSEDA or its representative with reasonable access to the PV System for inspection purposes. Final incentive payment may be contingent on NYSEDA inspection of the installed PV System.

**Publicity and Site Events:** Customers and Installers are required to collaborate with NYSEDA's Director of Communications should they prepare any press release or plan any news conference related to the PV System. NYSEDA is authorized to use PV System photographs in brochures, on its website, and in other print materials.

**Tax Incentives:** Customers are encouraged to consult the Internal Revenue Service (See [www.irs.gov](http://www.irs.gov)), the NYS Department of Taxation and Finance (See [www.tax.ny.gov](http://www.tax.ny.gov)) and with an accountant/tax adviser for details on eligibility for the credit provided in the law, regardless of whether the Installer/Contractor has provided information regarding the expected tax benefits (real property, federal or state tax incentives, or sales and use tax exemptions).

**Net Metering:** Customers are encouraged to consult with their local utility regarding eligibility for net metering.

**Cost Estimate/Total System Price:** The Customer has relied upon the Installer/ Contractor to include any and all costs associated with the complete installation of the proposed PV system in the Customer Purchase Agreement. If additional costs are sought from the Customer, the Customer Purchase Agreement may be cancelled without penalty and the customer may seek a full refund of any deposit paid to Contractor or costs the Customer incurred under this Agreement, less any reasonable site visit fees charged by the Contractor.

**Incentive Estimate:** If the Installer/ Contractor does not submit a completed Incentive Application to NYSEDA, or if the Incentive Application (a) is not approved by NYSEDA or (b) if NYSEDA approves a lower incentive, the Customer may terminate this Customer Purchase Agreement without penalty and seek a full refund of any deposit paid to Installer or costs he or she incurred under this Customer Purchase Agreement, less any reasonable site visit fees charged by the Contractor.

**PV system completion/commissioning:** The Contractor/Installer agrees to complete the installation of the PV system, and request all necessary inspections, within 210 days of NYSEDA's approval of the Incentive Application. Unless written approval of an extension has been issued by NYSEDA, the Contractor will be required to return any and all incentive payments to NYSEDA if this milestone has not been met.

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**Clipboard Audit:** The Installer/Contractor agrees to complete a clip board audit consisting of two main components: an interview of the home/building owners to ascertain energy use habits and the age of the building, and an inspection of the building to identify potential energy efficiency measures, especially low- and no-cost measures that could reduce the electricity load of the building. This would include an inspection of the hard-wired lighting systems and free-standing light fixtures, appliance ages and whether they are ENERGY STAR, the presence of advanced power strips for consumer electronics, existence of “vampire loads” related to consumer electronics and battery chargers, use of programmable thermostats or timers for air conditioners, age and condition of the doors and windows, and inquiries to the owner regarding any recent installation of insulation. The PV installer would conclude the audit with a homeowner debriefing. The installer would leave a copy of the inspection form with the owner at the end of the inspection. The form will include a description of the home, recommendations of changes to reduce electric consumption, and easy fixes the homeowner can do. The installer will also leave a list of Home Performance Contractors that could install more complex energy efficiency measures, informational brochures informing the owner of the details of utility or NYSERDA energy efficiency programs available to home owner, and a brochure of low cost/no cost tips for reducing energy consumption. The inspection should last no more than 60 minutes. Customers will not be required to implement energy efficiency measures as a pre-requisite of receiving a PV incentive.

**Non Residential Energy Assessment:** The Contractor/Installer will provide non-residential building owners with information on Energy Star’s Portfolio Manager Benchmarking Tool or other equivalent tool and, if requested by the building owner, assist them to enter utility bill information into the Tool in order to produce an EUI (Energy use index)<sup>6</sup> and, where applicable, an Energy Star score. The installers should also provide informational brochures on NYSERDA and utility energy efficiency programs. Customers will not be required to benchmark or implement energy efficiency measures as a pre-requisite for receiving a PV incentive.

**General Business Law:** If this Agreement is deemed to be a Home Improvement Contract under the NYS General Business Law §770, et seq., Customer is entitled to various notices. A description and explanation of this law can be accessed at <http://www.dec.ny.gov/lands/5341.html> This Agreement may also be subject to the federal Consumer Leasing Act (15 USC 1667 et. seq). <http://www.federalreserve.gov/boarddocs/supmanual/cch/leasing.pdf>

**Consumer Information:** New York consumers and customers are encouraged to consult the New York State Office of the Attorney General web site for consumer information:  
[http://www.ag.ny.gov/bureaus/consumer\\_frauds/tips/home\\_improvements.html](http://www.ag.ny.gov/bureaus/consumer_frauds/tips/home_improvements.html)

The NYS Consumer Protection Board offers additional information with the following publications:  
<https://www.dos.ny.gov/consumerprotection/publications.html>

**Communication with Customer:** Installer, Company and Customer agree that NYSERDA may, at NYSERDA’s discretion, communicate by voice and/or written format with any PV System Customer with respect to any matter relevant to a proposed or installed PV System. Such communications may be in reply to an inquiry from a Customer or at NYSERDA’s initiation.

**Disclaimer:** The Customer understands that neither NYSERDA nor the State of New York: (1) endorse any Eligible Installer; or (2) guarantee, warranty, or in any way represent or assume liability for any work proposed or carried out by an Eligible Installer. Additionally, NYSERDA is not responsible for assuring that the design, engineering and construction of the project or installation of any solar electric generation system is proper or complies with any particular laws, regulations, codes, licensing, certification and permit requirements, or industry standards. NYSERDA does not make any representations of any kind regarding the results to be achieved by the solar generation systems or the adequacy or safety of such measures.



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**Statement of Acknowledgement:** By signing, all parties acknowledge that they have read and understand the above information and requirements and agree to abide by them. NYSERDA will not accept an application from an Installer/Contractor if the date of the signed Agreement with the Customer is more than 30 days prior to submittal.

**Customer:** By signing below, the Customer agrees that the site contributes to the Renewable Portfolio Standard (RPS)/ System Benefits Charge (SBC) through a monthly electric utility bill.

**Customer Signature** \_\_\_\_\_

Print Name \_\_\_\_\_ Date \_\_\_\_\_

**Contractor Signature** \_\_\_\_\_

Print Name \_\_\_\_\_ Date \_\_\_\_\_

If executed by Installer, Installer and Contractor certify that Installer is authorized by Contractor to do so.