

NY-Sun Commercial and Industrial PV Incentive Program INCENTIVE REQUEST FORM

NYSERDA Project #:	NYSERDA PO# (click on link in PC "show contract details" to find PO#):	Total Approved Not To Exceed Incentive Amount:	Assignment at time of Application?
-			<input checked="" type="radio"/> Yes <input type="radio"/> No

Contractor Name: _____

Installation Address: _____

Refer to the NY-Sun Commercial and Industrial Incentive Program Manual for a thorough description of the rules and requirements associated with payments and invoicing. The Program Manual is available via the NY-Sun Initiative website: <http://ny-sun.ny.gov/For-Installers/Forms-Manuals-Tools>

Payment Type	Incentive Request	Supporting Materials to Be Submitted with this Request
Commercial Operation Payment	\$	The Commercial Operation payment is 25% of the Not To Exceed incentive amount calculated in PowerClerk at the time the project incentive <ol style="list-style-type: none"> 1. Email confirmation from the NYSERDA Data Agent that the project is providing PV output (meter) data to the website specified by NYSERDA 2. Inspection report verifying system size, operational status, and conformation with National Electric Code that has been conducted by either a NYSERDA approved contractor or by a licensed professional engineer (PE) including the PE stamp 3. A copy of either an official letter on the IOU letterhead or an email directly from an IOU representative providing approval for the photovoltaic system at the site address for operation and interconnection to the grid 4. Documentation that the energy assessment report, as described in Program Manual has been provided to the customer.
1 st Yearly Performance Payment	\$	For each year of the three-year Performance Period, the performance-based payment will equal 75% of the incentive (\$/kWh) identified in the approved Incentive Application multiplied by the Site Actual Annual Energy Production (kWh). Monthly energy production data for a period of twelve (12) months must be submitted annually with each performance-based payment request. This production data will be cross-checked against the data reporting to the NYSERDA website.
2 nd Yearly Performance Payment	\$	
3 rd Yearly Performance Payment	\$	

I certify that all information provided in this form, including all attachments, are true and correct to the best of my knowledge.

Contractor Signature: _____ Date: _____

Print Name: _____

Customer Signature: _____ Date: _____

Print Name: _____

Email this completed form and supporting documentation as a single pdf file to: PVInvoices@nyserda.ny.gov, using the following subject line naming convention:
Commercial Operation, CI-PV (4 digit installer # + Application #) - Name of Contractor OR
Performance Payment Yr. 1, CI-PV (4 digit installer # + Application #) - Name of Contractor (replace Yr. 1 with Yr. 2 or Yr.3 as appropriate)