

# INCENTIVE REQUEST FORM

## NY-Sun Incentive Program



Contractor Name: \_\_\_\_\_ Installer Name: \_\_\_\_\_

Customer Name: \_\_\_\_\_ Installation Address: \_\_\_\_\_

NYSERDA Application Number (i.e. 4000-12345): \_\_\_\_\_ NYSERDA PO Number (5 digits): \_\_\_\_\_

REQUESTING: ☐ 25% ☐ 75% ☐ 100%

Total Approved Incentive Amount: \_\_\_\_\_ Total Requested Amount: \_\_\_\_\_

**If requesting 100%, both the 75% request and 25% request sections must be completed.**

Indicate: ☐ Residential/Small Commercial Program (<200kW) - send to PVInvoices@nyserda.ny.gov

☐ Residential/Small Commercial Program (<200kW) Long Island - send to PVInvoiceLI@pseg.com

### ITEMS TO BE INCLUDED WITH 75% REQUEST

☐ Building Permit or any and all permits as required by AHJ (if not previously submitted)

☐ List equipment & delivery date:

|             | Quantity | Manufacturer | Model | Date Delivered |
|-------------|----------|--------------|-------|----------------|
| Inverter(s) | _____    | _____        | _____ | _____          |
| Modules     | _____    | _____        | _____ | _____          |

Customer/Contractor certifies that all approved system components listed above have been delivered to the installation address, and all permits and approvals have been obtained.

**CUSTOMER Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature must be a verifiable electronic signature or in hard copy form.**

**CONTRACTOR Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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

### ITEMS TO BE INCLUDED WITH 25% REQUEST

☐ Utility Interconnection Letter Installation Date: \_\_\_\_\_ Utility Interconnection Date: \_\_\_\_\_

☐ Final inspection certificate issued by AHJ; OR Electrical inspection certificate; OR Digital photo of inspection sticker

☐ Identify below all crew members who served in primary role during installation of the system:

\_\_\_\_\_  
\_\_\_\_\_

### Energy Efficiency Certification - Required for the Affordable Solar residential incentive.

☐ Installer/Contractor has verified that efficient lighting and low-flow water devices are installed at the residence, meeting the requirements of the **Affordable Solar** residential incentive, as outlined in the NY-Sun Program Manual.

Customer/Contractor certifies that all installation responsibilities have been completed by the Installer/Contractor as outlined in the Solar PV Program Manual. I attest that the PV System is operational, and further agree to notify NYSERDA should the PV system be non-operational for any 4 week period of time going forward.

☐ Customer has received a copy of the Operations and Maintenance Manual.

☐ Eligible Installer/Contractor has inspected the system to verify it meets all codes & NYSERDA's Program requirements.

☐ Eligible Installer/Contractor has given instruction on the operation of the system to the Customer.

**CUSTOMER Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature must be a verifiable electronic signature or in hard copy form.**

**CONTRACTOR Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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