

2012 Renewable Energy Rebate Program for Photovoltaics

Rebate Claim Form



1. Customer information

Name: _____

Installation Address: _____

City/State/Zip: _____

Mailing address (if different from above): _____

City/State/Zip: _____

Home phone: _____ Work phone: _____ Fax: _____

Email: _____ CSU electric account # (for installation address): _____

2. Confirmation of reservation amount

_____ has been granted a reservation of \$ _____
 (Customer name)

for a _____ kW solar photovoltaic (system) being installed at _____
 (installation address)

The reservation will expire on _____
 (date)

Note: The System must be completed and the claim submitted with the appropriate documentation by the deadline. Claims must be submitted by the reservation expiration deadline or the reservation will expire. This reservation is non-transferable. The System must be installed at the installation address and sold to the above-named customer.

3. Solar photovoltaic (system) and installation information update

- Has any of the information below changed since the Reservation Request was approved? _____ YES _____ NO

- If "YES", please indicate the changes below. If "NO", skip to Section 5.

System 1

System 2

	System 1	System 2
PV module manufacturer:		
PV module model number:		
CEC PTC rating (module):		
Number of modules installed:		
Module orientation (S, SE, SW, E, W):		
Module tilt:		
Annual shade (%)		
Inverter manufacturer:		
Inverter model number:		
CEC 75% load efficiency (inverter):		
Number of inverters installed:		

Other modifications: _____

2012 Renewable Energy Rebate Program for Photovoltaics Rebate Claim Form

4. Rebate Claim amount

Please fill in values and calculate power output in AC watts of the System installed (AC Watts Calculation):

$$\frac{\text{_____}}{\text{(No. of modules)}} \times \frac{\text{_____}}{\text{(CEC PTC module rating)}} \times \frac{\text{_____}}{\text{(Inverter efficiency)}} \times \frac{\text{_____}}{\text{(Orientation and tilt)}} \times \frac{\text{_____}}{\text{(Shading)}} = \frac{\text{_____}}{\text{(Watts)}}$$

Please fill in values and calculate Rebate Claim amount:

$$\frac{\text{_____}}{\text{(AC watts)}} \times \$1.80 \text{ per AC watt} = \$ \frac{\text{_____}}{\text{(Rebate Claim Amount)}}$$

Notes on AC watt calculation:

a De-rating factor for combinations of orientation and tilt are found in the table below.

b De-rating factor for shading is provided by Solar Pathfinder (or similar device) readings taken at the installation site.

	De-rating Factor	PV Array Tilt Angle From Horizontal (Degrees)					
		0	18	30	45	60	90
Orientation	South	0.89	0.97	1	0.97	0.89	0.58
	SSE or SSW	0.89	0.97	0.99	0.96	0.88	0.59
	Southeast or Southwest	0.89	0.95	0.96	0.93	0.85	0.6
	ESE or WSW	0.89	0.92	0.91	0.87	0.79	0.57
	East or West	0.89	0.88	0.84	0.78	0.7	0.52

5. Final Installed Cost

Labor Cost (design and installation cost not including rebate): _____

Total Installed Cost (not including rebate): _____

6. Certification

By signing this certification, the Customer certifies under penalty of perjury that the following statements are true and correct to the best of the Customer's knowledge:

1. A System meeting the terms and condition of Colorado Springs Utilities' Renewable Energy Rebate Program has been installed at the premise.
2. The rated electrical output (AC Watts) and physical location of the System are as stated in the Reservation Request form, or as modified in Sections 3 and 4 of this form.
3. Except as noted in Sections 3 and 4 above, there were no changes to the information regarding the manufacturer, installer, System, installation location, or price from that information provided in the Reservation Request form.
4. The Customer understands that, if the System fails to remain interconnected and operations within Colorado Springs Utilities' service territory for a minimum of five (5) years, the Customer will be billed the rebate payment amount.

Print Customer name: _____

Customer signature: _____ Date: _____

7. Next steps

Please attach the following documents to this Rebate Claim form:

- Approved copy of the final building permit for the System. Keep the original for your records.
- Copy of the final purchase and installation invoices, itemized by component and/or service and price.

Please complete this Rebate Claim form, attach the above-required documents, and submit to:

Colorado Springs Utilities
Renewable Energy Rebate Program
2855 Mesa Road, Mail Code 1300
Colorado Springs, CO 80904

(Submittals via email to dmathis@csu.org or via Fax to: 719.668.2510 are also acceptable.)

2012 Renewable Energy Rebate Program for Photovoltaics

Rebate Claim Form

Instructions for Rebate Claim Form

The Colorado Springs Utilities Rebate Claim (RC) form is used to request payment for a completely installed and operational solar photovoltaic system (System) under the Renewable Energy Rebate Program (RERP). The form specifies information about the System that was to be installed at the time the reservation request was initiated and the Reservation Request (RR) form was submitted. It also serves as a means of documenting what changes occurred from the time the reservation request was processed until the time the System was installed. The RC form must be submitted by the Reservation Expiration Deadline.

Section 1. Customer and reservation information

Self-explanatory

Section 2. Confirmation of reservation amount

Self-explanatory

Section 3. Solar photovoltaic system and installation information update

Check the “yes” box if changes were made to the System and indicate any changes in the information from the previously submitted RR form. If more space is required to note changes, additional pages may be added to the RC form. Changes in equipment in the original RR form may affect its eligibility and the amount of the rebate. If no changes were made, check the “no” box and skip to Section 5.

Section 4. Rebate claim amount

Using the updated information provided in Section 3 of the RC form (or the original information provided in Section 3 of the RR form, if no changes occurred), please fill in the appropriate blanks and calculate the following: (1) power output in AC watt of the installed System, (2) rebate claim amount. Module rating in watts (PTC rating) and inverter efficiency at 75% load can be found at the List of Eligible Photovoltaic Modules (www.gosolarcalifornia.org/equipment/pv_modules.php) and the List of Eligible Inverters (www.gosolarcalifornia.org/equipment/inverters.php). When more than one type of PV module or inverter is used, the weighted average PTC rating and efficiency will be used, respectively. De-rating factors for various combinations of orientation and tilt are found in the table provided; this table is based on 2-D performance curves for orientation and tilt at 38 degrees latitude. De-rating factor for shading is provided by Solar Pathfinder readings (or similar device) taken by the Customer or installer at the physical location of the PV array installation and verified by CSU. Rebate rates may vary from year to year.

Section 5. Final installed cost

Fill in the labor and total installed costs, as indicated on the final purchase and installation invoices submitted along with this RC form.

Section 6. Certification

The Customer must always print and sign their name on the RC form. Enter the date of the signature. Original signatures are required on the RC form.

Section 7. Next steps

Several attachments to the RC form must also be submitted before the claim will be processed. These include:

- An approved copy and **final sign off of the building permit** for the System – the name and address on the building permit must match the installation address on the RC form.
- A copy of the **final purchase and installation invoices**, itemized by component and/or service and price - The invoices must clearly identify the work that was done and the amount paid, including quantity, make and model numbers of major equipment installed and the labor charge for the installation (if applicable). To meet this requirement the Customer may submit a copy of the final invoice(s) or a copy of the final contract(s) showing a zero balance or the amount paid by the purchaser.

Please complete this Rebate Claim form, attach the above required documents, and submit to:

Colorado Springs Utilities
Renewable Energy Rebate Program
2855 Mesa Road, Mail Code 1300
Colorado Springs, CO 80904

(Submittals via email to dmathis@csu.org or via Fax to: 719.668.2510 are also acceptable)

Remittance of the approved rebate payment will be in the form of a check made out to the Customer or their Assignee to the address indicated on the RR form. Customers can expect to receive the check within six to eight weeks after the date the RC form was submitted.