



2012 NON-RESIDENTIAL PHOTOVOLTAIC SYSTEM (GRID-TIED) PRODUCTION BASED INCENTIVE RESERVATION APPLICATION

This Incentive Program is funded by APS customers and approved by the Arizona Corporation Commission

Is this a revision of a previously submitted reservation application? [ ] Yes [ ] No

In order to qualify for a production based incentive, the total incentive over the lifetime of the project must be over \$75,000. Projects not meeting this requirement may apply for funding using our Up-Front Incentive program application.

RESERVATION APPLICATION

APS Customer Name

(This should match the customer name as shown on APS bill for this location. If the name you want is different than what APS has in our system, please contact the APS customer care center at 602-371-7171 and make the account name change PRIOR to submitting the reservation application).

Installation Address

(The System must be installed at the same address where the customer's meter is located, and cannot be separated by private or public property or right of way).

Is the property: [ ] Owned [ ] Leased

If leased, a Landlord-Tenant rider will be required and must be submitted with the application (located at www.aps.com/solarforms). A copy of the lease agreement will also be required.

APS Account Number \* Meter Number \* (6 digits) (List only the meter to which system is being interconnected)

Do you currently have another renewable energy system interconnected to the meter at this location? [ ] Yes [ ] No

If Yes:

Date of Installation System Size Type: PV Geothermal Solar Thermal Other Is this a system expansion? [ ] Yes [ ] No

Is meter Totalized: [ ] Yes [ ] No If yes, please list submeter above (Meter Number)

\*If there is currently no electrical service at the installation site, please leave account and meter number blank and check here. [ ]

APS CUSTOMER CONTACT INFORMATION (Please Note: installer/dealer contact information requested on next page)

APS Customer Contact Name Email: Business Phone Alternate Phone Fax Number Mailing Address (No P.O. Boxes, please - must be able to receive FedEx deliveries at this address)

Is the Customer a dealer or manufacturer of any of the components proposed in the qualifying system?  Yes  No

**If customer is a dealer or a manufacturer of the system components, system costs are limited to actual costs rather than retail.**

**INSTALLER INFORMATION**

Installer Name (please supply full legal name) \_\_\_\_\_

Contact Name \_\_\_\_\_ Email \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Mailing Address \_\_\_\_\_

**Installer's Arizona Registrar of Contractors (AZROC) License Information**

Number \_\_\_\_\_ Class \_\_\_\_\_ Expiration \_\_\_\_\_

**EQUIPMENT DEALER INFORMATION** (If same as installer, check here )

Dealer Name (please supply full legal name) \_\_\_\_\_

Contact Name \_\_\_\_\_ Email \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Mailing Address \_\_\_\_\_

**Dealer's Arizona Registrar of Contractors (AZROC) License Information**

Number \_\_\_\_\_ Class \_\_\_\_\_ Expiration \_\_\_\_\_

**SYSTEM OWNER INFORMATION** (if different than customer)

Company Name (please supply full legal name) \_\_\_\_\_

Contact Name \_\_\_\_\_ Email \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Mailing Address \_\_\_\_\_

BY ITS SIGNATURE BELOW, SYSTEM OWNER CERTIFIES THAT, PURSUANT TO A LEASE AGREEMENT OR OTHERWISE, ANY AND ALL RENEWABLE ENERGY CREDITS PRODUCED BY THE SYSTEM SHALL BE OWNED BY APS AND THE SYSTEM OWNER SHALL CLAIM NO RIGHT OR TITLE TO, NOR ANY INTEREST IN, SUCH CREDITS.

Name \_\_\_\_\_ Title \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**SYSTEM INFORMATION** [Please contact your dealer/installer if unsure of the information to provide in this section]

Estimated Installation Date \_\_\_\_\_

System Description: \_\_\_ roof top system \_\_\_ ground mounted system

Is this a fixed tilt system?  Yes  No

Is this a single axis tracker system?  Yes  No

Is this a dual axis system?  Yes  No

If combination of rooftop and ground mounted system, what percentage of system will be installed on either one:

Rooftop \_\_\_\_\_ percent \_\_\_\_\_ Ground Mounted \_\_\_\_\_ percent

(Percentages above must total 100%)

(For Production Based Incentives, the system must be installed within 365 days from date of reservation. Allowing for engineering, permitting and interconnection approvals, what is the realistic estimated date of installation?)

If you plan for the system to be installed in 2012, the following year-end interconnect deadlines apply:

1. **October 5, 2012:** interconnection application (<http://www.aps.com/dg>) with a full set of AHJ approved stamped diagrams. (If there is no plan review requirement imposed by the municipality that the GF resides in, then APS will require drawings submitted per the APS Interconnection Requirements)
2. **November 16, 2012:** scheduling of inspection must be confirmed

Estimated number of PV Panels \_\_\_\_\_ PV Module Manufacturer \_\_\_\_\_  
Model # \_\_\_\_\_ UL Listing UL- \_\_\_\_\_

What is the DC watt rating per panel? \_\_\_\_\_

Estimated number of Inverters \_\_\_\_\_ Inverter Manufacturer \_\_\_\_\_  
Model #(s) \_\_\_\_\_ UL Listing UL- \_\_\_\_\_

What is the AC watt rating of each inverter? \_\_\_\_\_

**APS Compensation for Excess Production from PV System:**

Please indicate your rate plan choice for any excess kWh production that will be delivered to the APS distribution system by your PV system.

- EPR-6 (Energy sent back to the APS grid will appear as a kWh credit on your bill, often called “net metering”. Any unused kWh credits that appear in the last billing cycle of the year will be paid out at a wholesale price) **NOTE: In order to qualify for this rate, the total AC inverter rating(s) CANNOT exceed 125% of the customer’s metered peak demand during the last twelve months.**
- EPR-2 (Energy sent back to the APS grid will be purchased by APS at a wholesale price, often called “net billing”)
- SC-S (If your inverter size is 100 kWac or larger and you are not using EPR-6, you must select the Standard Contract- Solar, or SC-S, rate. Energy sent back to the APS grid will be purchased by APS at the EPR-2 price, but additional standby charges may also apply based on customer demand.)

Rate schedules are posted at [www.aps.com](http://www.aps.com) or call 602-328-1924.

**NOTE – Approval of this application does not constitute or imply approval or guarantee of the above-requested rate plan choice. Approval of any rate is based on Customer meeting all qualifications for such rate.**

**POTENTIAL ADDITIONAL CHARGES:**

Additional charges could include, but are not limited to:

- Upgrades to APS existing infrastructure required to support customer project
- Additional equipment required based on size or design of system
- RTUs as required by the interconnection study group

The interconnection process for 1-megawatt systems or greater will take additional time to complete once the interconnection application and AHJ approved drawings are received. APS will advise you of any additional requirements, including whether or not an interconnection study will be required, and of any estimated costs if modifications are necessary to the APS system in order to accommodate your project. A copy of APS’s Interconnection Requirements can be found at <http://www.aps.com/dg>.

**INCENTIVE REQUEST**

Please review the following information prior to completing the Incentive Request below. Payment of the requested incentive is subject to the following Incentive Program guidelines:

Funding reservations for production-based incentives are awarded on a competitive basis. For more detailed information, please see the decision process on the APS website at [www.aps.com/gosolar](http://www.aps.com/gosolar) under the appropriate program and technology. The per kWh incentive levels listed below are **maximum** amounts available. Because this is a competitive process, requesting less than the maximum amount will typically provide a more competitive ranking score.

**Requested Renewable Energy Credit (REC) Agreement Term Incentive:**

- 10-Year – up to \$0.084/kWh
- 15-Year – up to \$0.082/kWh
- 20-Year – up to \$0.080/kWh

**The following information is REQUIRED to process your application and verify your PBI Ranking Score:**

1. Copy of a contract with Installer or Developer executed by both customer and Installer or Developer for the installation of the System (**application will not be accepted without this documentation**)
2. Most recent 12 month usage history (kWh) for the meter the system is interconnecting to at the installation site: \_\_\_\_\_ kWh (If this is new construction, supporting documentation from your electrical engineer showing monthly estimated kWh usage for a calendar year).
3. Highest Peak demand (kW) during the most recent 12 month usage history: \_\_\_\_\_ kW
4. Proposed kWdc System Size: \_\_\_\_\_ kWdc
5. Proposed System Inverter Size: \_\_\_\_\_ kWac (Maximum 2MWac)
6. Estimated kWh per kW: \_\_\_\_\_ kWh per kWdc

**Please include your calculation sheet** (Such as documentation from PV Watts2, PV Sys, or monitoring data from a similar system. Please factor in any lower production due to shading from a tree, building, overhang, or other structures.)

7. System Size: \_\_\_\_\_ kWdc x Estimated Annual kWh per kWdc (from line 6 above): \_\_\_\_\_ = Anticipated Annual kWh Production\*
8. Anticipated Annual kWh Production \_\_\_\_\_ x requested incentive \$ \_\_\_\_\_ per kWh = Estimated Annual Incentive Payment \$ \_\_\_\_\_
9. PBI Ranking Score: \_\_\_\_\_

(PBI Ranking Calculator and current non-residential ranking scores can be found at [www.aps.com/gosolar](http://www.aps.com/gosolar))

**\*NOTE: Annual system production CANNOT exceed annual metered consumption.**

**TOTAL PROJECT COST**

Total APS lifetime incentive payments will be paid based on production in accordance with the CPA terms, but are limited to 40 percent of your Total Project Cost.

Est. system and installation cost \_\_\_\_\_ + Est. financing cost\* \_\_\_\_\_ = Est. Total Project Cost\*\* \_\_\_\_\_

\*Financing cost is limited to actual financing cost up to Prime + 5 % and will be validated upon System installation.

\*\*Total Project Cost is defined in the Credit Purchase Agreement (“CPA”) and may include eligible financing, if applicable.

Above Total Project Cost x 40% = \_\_\_\_\_ lifetime incentive payment cap

**PAYMENT TO THIRD PARTY**

Any request for APS to issue the incentive payment to a third party shall be made on the Installation Certification form and shall be subject to the terms and conditions stated therein.

**CONFIDENTIALITY**

Neither Party shall disclose any non-public, confidential or proprietary information relating to the Reservation (the “Confidential Information”) to any third party (other than the Party's employees, lenders, counsel, accountants or advisors who have a need to know such information and have agreed to keep such terms confidential) without the other Party’s prior written consent. In the event that any Party becomes legally compelled (by deposition, interrogatory, request for documents, subpoena, civil investigative demand or similar process) to disclose any Confidential Information, the legally compelled Party shall give the other Party providing such Confidential Information prompt prior written notice of such requirement so that the providing Party may seek a protective order or other appropriate remedy and/or waive compliance with this Confidentiality provision. In the event that such protective order or other remedy is not obtained, the providing Party waives compliance with the terms hereof with respect to such Confidential Information.

Each Party acknowledges that the unauthorized disclosure of any Confidential Information may cause irreparable harm and significant injury that may be difficult to ascertain. Each Party therefore agrees that specific performance or injunctive relief, in addition to other legal and equitable relief, are appropriate remedies for any actual or threatened violation or breach of the provisions of this Paragraph, although neither Party shall be entitled to any special, consequential, indirect or punitive damages as a result of a breach of the provisions of this Paragraph, whether a claim is based in contract, tort, or otherwise.

**Have you provided the required attachments?**

Copy of a contract with Installer or Developer executed by both customer and Installer or Developer for the installation of the System (**application will not be accepted without this documentation**)

**NOTE:** An installation contract made contingent upon APS funding may be acceptable, provided that it establishes a binding agreement for installation subject only to receipt of APS funding

- Calculation sheet (Such as documentation from PV Watts2, PV Sys, or monitoring data from a similar system)
- Ranking score calculation sheet
- A written system description
- A quote from your installer that includes an itemized list of system components including panel count, model and manufacturer of both the PV module(s) and the inverter(s)
- W-9 for owner of the system
- If applicable, a Landlord-Tenant Rider AND a copy of lease agreement  
**NOTE:** The lease agreement must specifically state that Customer will retain ownership of the Renewable Energy Credits (RECs). Exhibit A to the Credit Purchase Agreement (CPA) requires Customer to be the sole owner of the RECs.
- If this is new construction, supporting documentation from your electrical engineer showing monthly estimated kWh usage for calendar year.

**If your reservation is approved, please note the following timelines:**

1. **Thirty (30) days from the date of reservation, an initial deposit is required according to the schedule below:**

<u>System Size:</u>	<u>Required Deposit</u>
200 kWac and under	\$3,000
Greater than 200 kWac and less than 500 kWac	\$6,000
Greater than 500 kWac	\$10,000

A second deposit equal to 2% of the lifetime incentive funding requested will also be due 120 days after APS has notified you of your incentive award (for the second deposit, you may submit a bond or letter of credit instead).

Once the system has been commissioned, the deposit funds will be returned. If the initial or subsequent deposits are not received, the reservation will be cancelled. If your project is cancelled by you or by APS (in accordance with program rules) any submitted funds will be forfeited and credited to the incentive program.

2. **Your signed Credit Purchase Agreement must be returned to APS within 45 days of reservation date.**
3. **Submittal of second deposit and an Interconnection Application, along with AHJ approved drawings, within 120 days of reservation date**
4. **A progress update is required at 150 days from reservation date, including status of the following:**
  - a. **Interconnection Agreement**
  - b. **Equipment orders**
5. **System must be installed within 365 days from reservation date.**

Projects not meeting timelines may be cancelled. If extenuating circumstances exist, you may request consideration for an extension by contacting APS at [commercial-incentives@aps.com](mailto:commercial-incentives@aps.com). If your project requires outside financing, it should be secured at the beginning of the application process. Please note that extensions will not be granted for lack of secured financing.

This Reservation Request and any attachments provided supersede all prior Reservation Requests submitted for the installation address listed on the first page of this document and for this particular technology.

Please note that this is a CUSTOMER program, and the signature required is that of the of APS customer of record. By signing below, customer acknowledges that all application information and all required documents provided have been submitted in good faith. In addition, customer acknowledges installation of a phone line may be required.

**CUSTOMER:**

\_\_\_\_\_  
Name (Please Print)

\_\_\_\_\_  
Title/Business Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

In order for an application to be submitted, please submit this request electronically to [commercial-incentives@aps.com](mailto:commercial-incentives@aps.com). **Send one email per reservation application packet. DO NOT combine multiple application packets into one email, as they will not be accepted.** Once the application is received, a confirmation email will be sent to the e-mail address from which the application was sent. If a confirmation response is not received within five days, you should contact APS by sending a follow-up email to [commercial-incentives@aps.com](mailto:commercial-incentives@aps.com).

APS will not accept incomplete applications. Please note:

- APS is not responsible for applications not received due to an undeliverable email address
- A reservation application will not be accepted unless it is signed by the APS customer of record
- A reservation application must be received by the nomination period deadline (which ends the last day of the nomination month)