



:: Residential Renewable Energy Program Guide ::

Thank you for your interest in the APS Renewable Energy Program. This guide will explain program requirements and help you navigate the process to interconnect a residential solar photovoltaic (PV) system. Customers interconnecting wind systems will need to contact renewables@aps.com to proceed.

:: Getting Started ::

To begin, you will need to register on aps.com. If you are a current APS customer, use this link for instructions to register your account online: [Register My Account](#). If you are a landlord, tenant, or self-installer, please see our [Landlord / Tenant Guide](#) or our [Self-Installer Guide](#) for more information.

Every party listed on the application will need to be registered. Landlords, installers, dealers and lessors, please use this link for instructions to register as a non-APS customer: [Registering as a landlord/installer/dealer/lessor to complete a solar application](#).

Protect your password – APS discourages customers from providing sensitive password and account information to third parties. Sharing your password with another person gives them access to your personal information, which could include your bank account information if you have it saved to your online account, or if you have automatic payments through our company. The third party would also have the ability to open service in your name, change your information, or even disconnect your power. If you believe a third party has access to your account, we recommend changing your password. For more information, use this link: [Password Change](#).

:: Interconnection Application Process for Grid-Tied Systems ::

An overview of our program and our document guide can be found on aps.com/dg, or by using these links: [Residential Renewable Energy Program Overview](#) and [Document Guide](#).

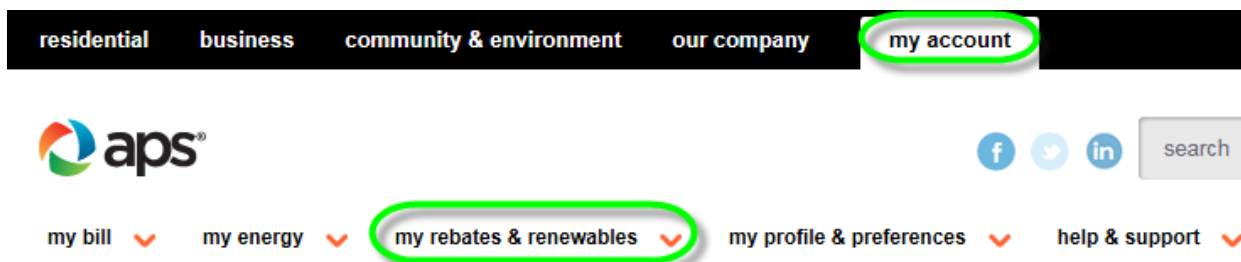
General Requirements:

- Must be in APS service territory
- System must have an AC output of 1 kilowatt (kW) or more
- All of the equipment must be UL-approved, including but not limited to inverters, modules, and wind turbines.
- The system must be complete; meaning it includes modules, inverters (or wind turbines), and all other related equipment required to provide Alternating Current (AC) electricity to your property.

- Navigating the Application -

Customer Application – submitted by the APS customer, landlord, or tenant

1. Log into your online aps.com account. (See the *Getting Started* section above if you have not already registered.)
2. Select 'my rebates and renewables' from the 'my account' page.



3. Click 'renewable energy applications' from the drop down menu. (First time applicants will be prompted to complete a profile page.)
4. Select 'renewable energy' for the program type and click 'continue'.
5. Complete the welcome page, which will confirm which program you are interested in, and what technology you plan to install. (Please note: Customers **expanding** an existing system will need to select 'new site' when choosing the installation site.) Once you have answered all the questions, select 'continue'.
6. Continue through the application, and be sure to select 'submit' once you are done. You will receive an email from us if your application was completed successfully.

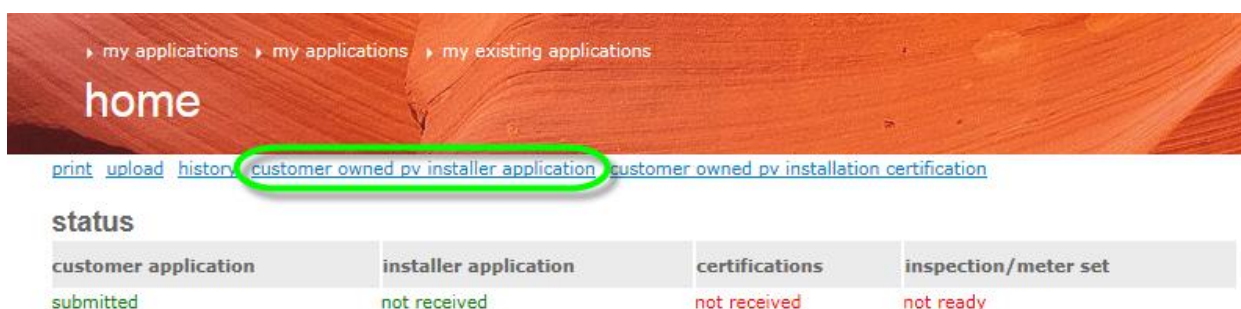
Once the customer application is complete, the installer will be able to log in online and complete their portion.

Installer Application – submitted by the installer / self-installer

1. Log into the aps.com account.
2. Click on the ID number for the application you wish to complete.

id	project	type	program	technology
168819		pv grid tied	2017 interconnect	2017 customer owned pv interconnection
164870		pv grid tied	2017 interconnect	2017 leased pv interconnection
162346		pv grid tied	2017 interconnect	2017 leased pv interconnection

3. Select 'installer application' under the orange bar. (This may say 'customer owned pv installer application' or 'leased pv installer application' depending on whether the customer has decided to lease or purchase the system.)



4. Continue through the application, and be sure to select 'submit' when done. You will receive an email from us if the application was completed successfully.

The following documents will need to be uploaded for the application to be complete:

- Executed Contract
- Disclaimer
- Consumer Acknowledgement
- Site plan*
- Three Line Diagram (and One Line Diagram in some cases)*

*These documents must be provided by the installer.

When a complete application has been submitted by the customer and installer, the Renewables team will review the application. If the system is a three-phase system or a non-conventional system, our Engineer team will complete a technical review. We will advise all parties if any revisions need to be made.

Once the application has been reviewed and it's been determined that it meets our [Interconnection Requirements](#) and follows the [Electric Service Requirements Manual](#), an approval email will be sent. After receiving the approval email, the system can be installed.

- Post-Installation -

After the system has been installed, the Renewables team will complete a final review. We will need the following documents to complete this review:

- City / County Clearance
- [Installer Checklist](#)
- Installation Certification
- Lessor Interconnect Agreement (Lessor Acknowledgements) – only if the system is leased

If the documents mentioned above are missing information we will notify all parties on the application. If the documents are acceptable, the request to have the meters installed at your home will be sent, and you will receive an email from us. If the system was reviewed by our Engineer team, the system will be inspected by our solar inspectors *before* we can send the request for the meters to be installed.

Once the meters are installed, we will send an email to all parties on the application advising that the system can be turned on, also known as Permission to Operate (PTO).