



2009 REIP and SRP Final Paperwork Checklist

In order for an installation to be deemed complete, receive an NJ Certification number, rebate check and instructions on how to register with the SREC or REC tracking system, the following requirements must be completed and submitted to the Market Manager team. **Illegible documents will be returned to the applicant.**

- A copy of the signed Electrical Code Inspection (UCC) Certificate and other applicable permits.
- A copy of the completed Utility Interconnection Application, available at www.njcleanenergy.com/renewable-energy/programs/net-metering-and-interconnection.
- A copy of a New Jersey Tax Certification Certificate (only for commercial, non-profit, farms or HMFA - Sunlit projects), available at www.njcleanenergy.com/misc/renewable-energy/tax-clearance-certificate. Not required for residential or public sector projects.
- For residential solar rebated projects only, notification that you are not completing the energy efficiency requirements.
- or -
- For residential solar rebated projects only, proof that the energy efficiency (EE) requirements are met by providing the following two documents:
 - Home Performance Data Collection form for the home audit
 - Quality Control and Evaluation form

Once this Final Paperwork is deemed complete, a letter containing the NJ Certification Number is automatically sent to the system owner **within 4 – 6 weeks**.

Solar Renewable Energy Certificates (SREC) or Renewable Energy Certificates (REC) Registration: This letter contains instructions on how to register with the SREC or REC tracking system.

Rebate checks: After the NJ Certification Number is generated, rebate checks are processed in batches and reviewed by the BPU oversight committee. **Checks are mailed within 60 days of the date the batch is approved and submitted for payment.**

Mail or hand deliver completed package to:
(Faxes and e-mails are not accepted.)

*Renewable Energy Incentive Program
New Jersey Clean Energy Program
c/o Conservation Services Group
75 Lincoln Highway, Suite 100
Iselin, NJ 08830*