



2009 REIP and SRP Final Paperwork Checklist

In order for an installation to be deemed complete, receive an NJ Certification Number, rebate check if applicable, and instructions on how to register with the SREC tracking system, the following requirements must be completed and submitted to the Market Manager team. **Incomplete or illegible documents will be returned to the applicant without exception.**

- 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 rebated projects only, notification that you are not completing energy efficiency measures.
- or -
- For residential 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 Packet is deemed complete, a letter containing the NJ Certification Number will be sent to the system owner **within 4 – 6 weeks**.

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

Rebate checks: After the NJ Certification Number is generated, rebate checks are processed in batches and reviewed by the NJBPU oversight committee. **Checks are mailed within 60 days of the date that 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*