



SREC Registration Program

2012 Registration Form

Registration Form: Requirements, Instructions, Terms and Conditions

Before completing the attached SREC Registration Program (SRP) Registration Form and the related SRP Technical Worksheet, please carefully read all of the information in Sections A, B, and C below.

A. Qualification Requirements

1. The proposed system must be interconnected with the distribution system serving New Jersey (N.J.A.C. 14:8-2.9).
2. The system must be installed in accordance with requirements specified in *New Jersey's Clean Energy Program* Solar Technical Worksheet and it must come with an owner's manual and warranty documentation.
3. Only new equipment is eligible for SRECs.
4. The system warranty must be all-inclusive for at least 5 years.
5. On May 1, 2012, the New Jersey Board of Public Utilities (BPU) re-adopted Chapter 8 (renewable energy and energy efficiency) rules with amendments that became effective upon publication on June 4, 2012. Per N.J.A.C. 14:8-2.4, the Market Manager must receive all SRP registration forms no later than **10 business days** from the execution date of the contract. Contracts are considered executed on the date of their most recent signature or the execution date within the contract. Contracts received with executed dates that are not compliant with the 10 day rule will be accepted into the program, but it will be noted in the acceptance letter that the project is non-compliant. If the applicable deadline is not met, any SRECs based on electricity generated by the solar facility shall not be usable for compliance with the New Jersey RPS until 12 months after the solar facility has received authorization to energize by the EDC in accordance with the Board's interconnection rules at N.J.A.C. 14:8-5. See NJ Administrative Code.

B. Instructions for completing the SRP Registration Form

1. Complete all of sections A through F of the SRP registration form and all sections of the SREC Solar Technical Worksheet. All information is necessary for processing registrations.
2. **All requested signatures on forms or contracts are required.**

C. Important Terms and Conditions

1. The "Registrant" is defined to be the entity that registers for the SRP (i.e. Registrant could be a developer, system owner, installer or site host contact.) **If the registrant is not clearly defined to the Market Manager, the default registrant will be the contractor.**
2. The Registrant is responsible for submission of all forms and for all communications regarding this registration.
3. The Site Host Contact must agree to an inspection of their installed solar electric system by a program representative. The System Owner must agree to allow the program to verify the facility's energy production for the life of the system.
4. Market Manager: The organization(s) that were contracted by the NJBPU to administer the NJCEP renewable energy program.
5. The NJBPU reserves the right to modify or withdraw this program. Program procedures are subject to change or cancellation without notice. Accepted projects will be honored under the terms stated in the project acceptance letter.
6. Installation must comply with the host Electric Distribution Company's interconnection requirements, which are available online; these include operation/ disconnection procedures, liability/ indemnity and insurance requirements according to the size of the project. For information on interconnection, please see our web site at NJCleanEnergy.com or contact your EDC. Grid Supply systems must be connected to the distribution system serving New Jersey and meet the interconnection requirements of PJM Interconnection LLC.
7. The registration date will be established based upon the date that the Market Manager receives a fully compliant program registration form and issues an acceptance letter, not the purchase date of the equipment.
8. The Registrant must comply with the installation requirements in the Solar Technical Worksheet.
9. The solar installation must be performed by a NJ licensed electrical contractor and the registrant must provide the company name, contact information, license number and expiration date. N.J.S.A. 45:5A-2(d) states that solar PV systems are by definition electrical work and requires any person engaged in installing, erecting, or repairing such equipment to be an electrical contractor as defined in the Act.
10. If anything has changed between the time of registration and program inspection, an updated signed SRP Registration form must be submitted PRIOR to the program inspection or waiver.
11. Systems shall be installed according to manufacturer's instructions.
12. Portable systems are not eligible to participate in this program.
13. Information may be subject to the Open Public Records Act requirements. Aggregated information will be used in reports and evaluations, and the geographic location may be used to update GIS mapping.

Updates to the program requirements are subject to change.

For more information or updates about *New Jersey's Clean Energy Program*, please contact the NJBPU at 866-NJSMART or visit NJCleanEnergy.com. All installations must comply with all applicable local, state, and federal laws, permit requirements and regulations.

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

SREC Registration Program
New Jersey's Clean Energy Program
c/o Conservation Services Group
75 Lincoln Highway, Suite 100
Iselin, NJ 08830



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A: System Location and Site Host Contact (Where will the system be installed?)

Electric Utility Name: _____ Account Number: _____
 Company Name (if applicable): _____
 Mr. ___ Ms. ___ Dr. ___ First Name: _____ Last Name: _____
 Daytime Phone: _____ Email: _____
 Installation Address: _____
 City: _____ State: _____ Zip Code: _____
 Building Type: Existing: ___ or New Construction: ___
 Mailing Address (if different): _____
 City: _____ State: _____ Zip Code: _____
 Type: ___ Residential ___ Commercial ___ Non-Profit ___ Public School ___ School other ___ Government ___ Farm

B: System Owner (Who will own the system after it is installed?) FILL OUT IF DIFFERENT PERSON THAN SECTION A

Company Name: _____ Contact Person: _____
 Mailing Address: _____
 City: _____ State: _____ Zip Code: _____
 Daytime Phone: _____ Email: _____

C: Contractor/Solar Developer

Company Name: _____ Contact Person: _____
 Federal Tax I.D. Number: _____
 Daytime Phone: _____ Email: _____
 Address: _____
 City: _____ State: _____ Zip Code: _____

D: NJ Electrical Business Permit Holder

Company Name: _____ Contact Person: _____
 NJ Electrical Contractors License Number: _____ Expiration Date: _____

E: Registrant: (Indicate with checkmark who will be the registrant)

Registrant is: ___ Site Host Contact ___ System Owner ___ Installer ___ Other (if Other, than include contact info below)
 Company Name: _____ Contact Person: _____
 Address: _____ City: _____ State: ___ Zip Code: _____
 Daytime Phone: _____ Email: _____

F: Certifications

The undersigned warrants, certifies, and represents that 1) the information provided in this form is true and correct to the best of his or her knowledge; 2) if a behind-the-meter system, the annual output of the above described generating system will not exceed 100% of the host's historic annual electrical usage; 3) the Installer/Developer will provide manuals related to the system operation and maintenance to the system owner; 4) the system proposed will be constructed, installed and operated in accordance with all Board rules and applicable laws, and all NJBPU policies and procedures for the SRP program; 5) the Site Host contact is the Customer of Record for the Utility Account; 6) the site host contact gives permission to the NJBPU to review their electric and gas account information, both prior to installation and subsequent to installation; and 7) all signing parties realize that certain information in this registration may be subject to the Open Public Records Act. 8) The installer/developer has reviewed and explained the SRP Technical Worksheet to the System Owner. 9) The Technical Worksheet that accompanies this registration is accurate and system installation will follow the instructions detailed on the instruction page of the SRP Solar Technical Worksheet.

System Owner	Installer/Developer	Site Host Contact (if different from system owner)
Signature: _____	Signature: _____	Signature: _____
Print Name: _____	Print Name: _____	Print Name: _____
Date: _____	Date: _____	Date: _____

Key Contact for Public Relations Opportunities: Name: _____ Phone: _____

Registrant (only needed if different from above):
 Signature: _____ Print Name: _____ Date: _____