



# New Jersey's Clean Energy Program Solar Renewable Energy Certificates (SRECs) Program

## Major System Change Form

Once enrolled in the SRECs program, system owners (or their authorized agents/aggregators) are responsible for reporting any changes to the ownership or total capacity of their system, or changes that affect the metering of energy produced by their system. Generally, there are four types of changes that must be reported:

1. Changes in system ownership (for example, a property with an installed solar energy system is sold to a new owner);
2. Changes in system location (a system is moved from one property to another)
3. Changes in the rated capacity of the system (for example, new solar panels are added to or removed from an existing system);
4. Changes to equipment used for metering the system (for example, replacement of a meter or inverter).

Please check the box(es) indicating the type of change you are reporting, provide the appropriate information for our records, sign the form, and return it to the NJ Clean Energy Program. If you have any questions about this form, please contact the NJ Clean Energy Program at:

Phone: 866-NJSMART  
866-657-6278

**Please fill out the fields below to identify yourself and your system, then check the box(es) below indicating the type of change and provide relevant details.**

Solar System Owner Name / Company	
BPU Application Number (if known)	
System Installation Address	
REC Owner Name / Company	
SREC Program Facility ID	
Contact Person	
Phone	
Email	
Effective Date of Change	

**1. Change in System Ownership**

- Change in System Ownership only
- Change in SREC Ownership only
- Change in System and SREC Ownership

Prior to Change                      After Change


**2. Change in System Location**

- Installation Address
- City, State, Zip

Prior to Change                      After Change


**3. Change in System Capacity**

Prior to Change

After Change

- Addition/removal of PV modules
  - Module Manufacturer
  - Module Model
  - DC Capacity (Wdc, per module)
  - Total # of Modules
  - DC Capacity (kWdc, total system)
  - Tilt of Affected Modules (degrees)
  - Orientation of Affected Modules (degrees)
- Other change (please describe)


**4. Change in Metering Equipment**

Prior to Change

After Change

- Change/replacement of Inverter
  - Manufacturer
  - Model
  - AC Capacity (kWac)
  - Serial Number
- Change/replacement of kWh Meter
  - Manufacturer
  - Model
  - Serial Number
  - Meter Read (kWh)
  - Meter Read Date (MM/DD/YYYY)


I attest that the statements above are true and correct.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Place of Execution: \_\_\_\_\_

**Please return this form:**

By Mail:

New Jersey Clean Energy Program  
 Solar RECs Program  
 c/o Conservation Services Group  
 75 Lincoln Highway  
 Iselin, New Jersey 08830

By Fax:

New Jersey Clean Energy Program  
 Solar RECs Program  
 c/o Conservation Services Group  
 Fax: (732) 634-8010