



Application Directions

Massachusetts Department of Energy Resources (DOER) will award rebate money on a first come, first served basis. Incomplete or inaccurate applications will be returned to applicants for correction. Only completed applications will be processed.

Methods of completing and submitting the application:

All applications and accompanying documents must be submitted to your (Municipal Light Plant) MLP for approval. There are two options to complete the application: (1) download the .pdf and enter information into the form fields, or (2) print it, handwrite the information, and scan the completed form to submit via email. If you choose to fill it in by hand, print clearly. If you do not have access to a computer, you may designate another person to receive communications for you.

Form Field Information and Directions

Section A: Customer Information

MLP name:

Select the MLP where your system will be installed. If you do not see your MLP's name on the drop-down list, check with your MLP. Your MLP's name is located on your electric bill.

Name & address information:

This section is for the applicant's contact information. Section C asks for system location information. Homeowners installing a system in a secondary home or investment property will show differing address information between Sections A & C.

City/town information:

Participating towns are displayed in the drop-down menu. If your town isn't listed, simply type it in the subject field.

State & zip code information:

The state is already entered. Use your five digit zip code. The subject field will not accept more digits.

Email:

Do not leave this field blank. This program is digital-only. If we do not have your email, we cannot communicate with you. Additionally, add us (solar@ene.org) to your email contacts to ensure that our emails arrive in your inbox and not in spam or junk mail folders.

Phone:

We do not anticipate using the phone as a method of communication. We use it as an additional identifier for your application. No dashes needed.



Form Field Information and Directions

Section B: Installer Information

Name & address information:

Make sure that your installer fills out this information completely, including the town, state and zip code. Companies with corporate headquarters outside of Massachusetts are permitted, but the installing electrician must hold a MA license.

Installing electrician:

Enter the electrician's name exactly as it appears on their MA electrician's license.

Company contact person:

This should be a person who will respond quickly to questions or issues about your application. If they do not have a phone extension, leave it blank.

Section C: System Location Information

Street Address, unit #, city/town, & zip code:

If installing the system at a dwelling other than your primary residence, Section C's info should differ from that of Section A.

Facility Type:

If you are a homeowner, living in either a detached house or a residence with 1-3 residential units, the default selection for this field is correct - *Residential (three or fewer units per building)*.

Sections D, E, & F:

Your installer will complete sections D, E & F.

Section G: Massachusetts State Employee Question

Massachusetts state employees must consult the state's ethics commission before participating in this program.

Section H: Signature Page

You and your installer must print and sign your names and date the application.



MLP Solar Program Rebate Application



A. Property Owner Information

Utility Name: _____
(Select your utility from the drop-down menu.)

First Name: _____ **Last Name:** _____

Street Address: _____ **Unit#:** _____

City/Town: _____ **State:** _____ **Zip code:** _____

Email: _____ **Phone:** _____
The MLP Solar program is digital only. Applications with blank email field will be returned.

Unique identifier: _____
(electric account #)

B. Installer Information

Company Name: _____

Street address: _____ **Unit #:** _____

City/town: _____ **State:** _____ **Zip code:** _____

Installing Electrician's Name: _____

MA electrician license #: _____

Solar Application Contact Person

First Name: _____ **Last Name:** _____

Email: _____

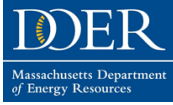
Phone: _____ **Extension:** _____

C. System Location Information (if different from property owner information)

Street address: _____ **Unit #:** _____

City/town: _____ **State:** MA **Zip code:** _____
(Type directly or select from drop-down.)

Facility Type: _____
(Select from drop-down if needed. Residents dwellings with three (3) or fewer units use default selection.)



MLP Solar Program Rebate Application



D. System Equipment Information

PV Module Manufacturer: _____ PV Module Model: _____ Number of PV Modules: _____
Inverter Manufacturer: _____ Inverter Model: _____
Number of Inverters: _____

E. System Performance

PV Panel Orientation Type: _____ System Azimuth (degrees): _____
(fixed, single axis, dual axis)
System Inclination (degrees): _____ Percent of System Shaded (%): _____

F. Additional System Details

System Capacity (kW DC): _____ Total Installed Costs for Project: _____
Roof or Ground Mounted (choose one): _____

G. Massachusetts State Employee Question

Is the Generation Unit Owner (system owner) an employee of the Commonwealth of Massachusetts?

H. Signature

By signing below, I certify that all information is true and correct to the best of my knowledge.

Property Owner (Print Name): _____

Signature: _____ Date: _____

Installer (Print Name): _____

Signature: _____ Date: _____