



RESIDENTIAL DISTRIBUTED ENERGY RESOURCE APPLICATION CHECKLIST

Distributed Energy Resources (DER) include devices and systems that generate electricity and also include devices that store energy, e.g., batteries. The first checklist below describes what comprises a complete DER application packet. The second checklist provides detailed information about completing the DER Application form itself. Please also reference the Three-line Diagram and Site Plan checklists prior to the submission of your application packet. To the extent this Application Checklist is inconsistent or conflicts with any terms or conditions in the Residential Distributed Energy Resource Program Requirements (Program Requirements), the terms and conditions of the Program Requirements shall govern. Capitalized terms not otherwise defined in this Application Checklist are defined in the Program Requirements and shall have the same meaning. If you have any questions, please contact SRP at (602) 236-4661 or by email at DER@srpnet.com.

RESIDENTIAL DISTRIBUTED ENERGY RESOURCE PROGRAM APPLICATION PACKET CHECKLIST	
1.	DER application with all appropriate signatures (in the next section).
2.	Site plan.
3.	Three-line electrical diagram.
4.	Price Quote (not needed for self-installs) <ul style="list-style-type: none"> a. Quote is on company letterhead of the Dealer. b. Quote includes customer name or property owner, if rental, and installation address. c. Quote includes equipment manufacturer(s), model number(s), and quantity(s) and is consistent with DER application. d. Quote includes the cost of purchasing and installing the DER system.
5.	Executed lease agreement (leased systems only). Refer to Program Requirements for permissible lease language.
6.	W-9 IRS Form (if applying for Demand Management System (DMS) rebate or Battery Storage Incentive on purchased system). For the Battery Storage Incentive, the W-9 Form must be filled out by the Property Owner and match the Property Owner's name as shown on their income tax returns. Be sure to check a box in Section 3. Click here for instructions on how to fill out the W-9 Form.
7.	Submit complete DER Application packet to DER@srpnet.com .

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1.	Installation Type: <input type="checkbox"/> New DER at existing SRP service <input type="checkbox"/> Change in DER at existing SRP service <input type="checkbox"/> New DER at new SRP service
2.	Contract Type: <input type="checkbox"/> Purchase <input type="checkbox"/> Lease
3.	Ownership Type: <input type="checkbox"/> Owner-occupied <input type="checkbox"/> Rental
4.	Solar price plan selected: <input type="checkbox"/> E13 <input type="checkbox"/> E14 <input type="checkbox"/> E15 <input type="checkbox"/> E27 <input type="checkbox"/> Grandfathered; no change <ul style="list-style-type: none"> a. Customer of Record will move to one of four customer generation price plans (unless grandfathered location or energy storage only) at time of commissioning. After your discussions with the customer about the price plans, mark their chosen price plan. b. Dealer/Installer should take solar price plans into account when designing DER system. c. If no selection is made and Customer of Record does not specify before commissioning, Customer of Record will move to E13 - TOU with Export price plan.

	d. If application includes a DMS, a device that manages demand, Customer of Record will be placed on E27.
Section I: Customer	
	1. Customer of Record Before the DER application can continue through the process, there must be an active SRP account and meter at the location where the DER will be installed.
	2. Find SRP account number and meter number from SRP Bill
	3. If Customer of Record is not the property owner, also fill out Property Owner section. SRP will verify property ownership based on the County Assessor’s website.
	a. If Property Owner is not an individual, e.g., a Trust or LLC, the application must, in addition to a signature, show a printed name, and that person’s title (relation to the entity).
Section II: Installer and Section III: Dealer	
	1. Installer must have active AZ ROC license, CR-11 or R-11.
	2. Dealer must have active AZ ROC license, B-, R-11, KB-1, KB-2, or CR-11.
Section IV: Distributed Energy Resource Information	
	1. Any access issues to equipment
	a. Has access issues <input type="checkbox"/> No <input type="checkbox"/> Yes If Yes, explanation is needed.
	2. DER Equipment
	a. Module/inverter equipment information consistent with quote, site plan, three-line electrical diagram and can be found on the <u>equipment lists website</u> maintained by the California Energy Commission.
	b. Azimuth and tilt entered for each array.
	c. Total array rating and total nameplate rating calculated and entered.
	d. Demand management equipment consistent with quote/diagrams (if applicable) .
	e. Battery equipment consistent with quote/diagrams (if applicable) .
	f. Primary battery use box is selected (if applicable) .
	g. Battery location box is selected (if applicable) .
Section V: Vendor Agreements and Certification	
	1. Dealer and Installer signatures are required in both Dealer and Installer sections, even if one company is acting in both roles.
Section VI: Customer Acknowledgement	
	1. Name(s) and signature(s) match Section I of application.
	Note: Digital signatures require watermark or authentication for approval.
Section VII: Battery Storage Incentive Research Program (if applicable)	
	1. If Customer is requesting a Battery Storage Incentive, Customer of Record must sign the application
	2. Only purchased battery storage systems qualify for the Battery Storage Incentive.
	3. Customers requesting a Battery Storage Incentive must reserve the incentive by going to <u>www.srpnet.com/battery</u> . Incentive reservation provides 90 days for Customer to secure a licensed installation contractor and submit a DER application.
	4. Customers requesting the Battery Storage Incentive must provide an electrical design that matches one of SRP’s approved configurations (<u>ESS Section 1</u>). Additionally, Customer of Record must complete an

	energy use survey.
5.	Customers seeking the Battery Storage Incentive must complete the interconnection process within six months of receiving SRP's approval of the DER application, or forfeit the incentive. If budget is available, they may reapply for a Battery Storage Incentive again.
6.	Customers seeking the Battery Storage Incentive must accept the terms and conditions of participating in the battery storage research by signing at the end of Section VII.