


R1	RESERVATION REQUEST FORM EMERGING RENEWABLES PROGRAM	<input type="checkbox"/> Modify Existing Record # _____ <input type="checkbox"/> Affordable Housing Project <input type="checkbox"/> New Housing Development
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 <p>RENEWABLE ENERGY PROGRAM CALIFORNIA ENERGY COMMISSION</p>	For details on this program please see the Guidebook for the Renewable Energy Program at: www.consumerenergycenter.org/ or by calling (800) 555-7794 .	Please submit by fax to (916) 653-1435 or mail: California Energy Commission Emerging Renewables Program 1516 Ninth Street (MS-2) Sacramento, CA 95814-5512
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1. Purchaser

Name: _____	Physical Address of System: _____	Mailing Address: _____
Phone: () _____	Fax: () _____	
Email: _____	Primary contact for questions: _____	Utility: <input type="checkbox"/> PG&E <input type="checkbox"/> SCE <input type="checkbox"/> SDG&E
Payee ID: _____ (if applicable)	<input type="checkbox"/> Purchaser <input type="checkbox"/> Seller	

2. Seller (seller of generating equipment)

Company: _____	Address: _____	Phone: () _____
Contact: _____		Fax: () _____
Payee ID: _____ (if applicable)		Email: _____

3. Installer

Hired Contractor; License Class and # _____ Expires: _____ Phone: () _____

Self or Other (qualifies for 15% lower rebate) Fax: () _____

Company Name: _____	Address: _____	Email: _____
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4. System Equipment

Inverter Manufacturer	Model	Quantity	Rating (W)	Efficiency (%)	Estimated Energy Production: _____ kWh/year Methodology Used: _____
_____	_____	_____	_____	_____	

Performance Meter Manuf.	Model	Quantity	Inverter includes eligible meter? <input type="checkbox"/> Yes <input type="checkbox"/> No
_____	_____	_____	_____

Manufacturer	Model	Quantity	Rating (W ptc)	Inverter Eff. (%)	Rebate Level	Requested \$
PV _____	_____	_____ x	_____ x	_____ x	_____ \$/W =	_____
Wind _____	_____	_____ x	_____ x	_____ x	_____ \$/W =	_____
Other _____	_____	_____ x	_____ x	_____ x	_____ \$/W =	_____

5. Declaration Under Penalty of Perjury

The undersigned parties declare under penalty of perjury that the information in this form is true and correct to the best of their knowledge. The undersigned parties further declare under penalty of perjury that 1) they have entered into an agreement to purchase the generating system components listed on this form and that that agreement is attached, 2) all equipment is new and unused and has been purchased within the last 18 months, 3) the described generating system is intended primarily to offset part or all of the purchaser's electrical needs at the site of installation, 4) the purchaser's intent is to operate the system at the above site of installation for its useful life or the duration of the lease agreement and 5) the system described above will be interconnected with the electric utility identified.

6. Incentive Requested

System Cost (before rebate) \$ _____

Other Incentives: \$ _____

Source: _____

Rated Output (Watts) _____

Total Request \$ _____

Pay Rebate to: Purchaser Seller

Purchaser	Seller	Is payment to be assigned to another party? <input type="checkbox"/> Yes
Print Name: _____	Print Name: _____	If yes, attach the payment assignment form (CEC 1038 R5) with original signatures.
Signature: _____	Signature: _____	
Date: _____	Date: _____	

IMPORTANT: Attach a signed copy of the purchase agreement(s) and labor contract(s) or proof of 10% down payment
 A copy of a monthly electricity statement showing system address, purchaser name, and energy usage
 Payee data record (STD-204) for the recipient of the rebate
 Itemized prices for the modules, inverters, wind turbines or other generating components
 An incomplete reservation form cannot be processed.

INSTRUCTIONS FOR THE RESERVATION REQUEST FORM (CEC FORM 1038 R1)

Section 1. Purchaser

Provide the purchaser name, complete installation address, mailing address (if different from the installation address), phone and fax number and email address. If the physical address of the installation is the retailer's office or personal property, list the supplier of the PV modules or wind turbine as the seller. Check the box indicating the name of the electric utility serving the installation location.

Section 2. Seller

Provide the seller company name and a contact person name, complete address, phone and fax number and email address.

Section 3. Installer

Check the appropriate box for whether the system is to be installed by a contractor (include contractor's license class, number and expiration date) or other, such as "owner install." If installed by a contractor, provide the contractor's company name and contact person name, complete address and email address. All contractors must have an active "A", "B", "C-10" or "C-46" license. A standard five year warranty (Form CEC 1038-R3) must be submitted later when payment is requested for systems installed by a contractor.

Section 4. System Equipment

Provide the name of the inverter manufacturer, the inverter model, the number of inverters, the power rating in watts, the efficiency at ¼ load and indicate whether the inverter includes an eligible performance (kWh) meter. Eligible inverters and rating information is located on the Commission's website www.ConsumerEnergyCenter.org/erprebate/.

Identify the performance (kWh) meter manufacturer, complete model number and the number of meters. Check the box to indicate whether the inverter includes an eligible meter.

Indicate the calculation method used to determine the estimated energy production value in kWh. For photovoltaic systems for example, Clean Power Estimator or PV installers guide methodology.

Identify the manufacturer name of the generating equipment and the complete model number, the quantity of generating equipment and the rated output (for PV use the PTC rating). Calculate and include the system output by multiplying the inverter efficiency at ¼ load by the quantity of equipment used, by the rating in watts (PTC rating for PV). If the inverter rated output is less than the system output (kW), the inverter rated output will be used to calculate the rebate.

Section 5. Self Explanatory

Section 6. Incentive Requested

Identify incentives expected or received from other sources. Provide the system installed cost (before the Emerging Renewables Program rebate). The Emerging Renewables Program (ERP) requires that incentives from other sources be accounted for before determining the rebate from the ERP. Fifty percent of any incentive received or expected from a utility incentive program, a State of California or federal government sponsored incentive program, other than tax credits, must be subtracted from the ERP rebate amount requested. The "Total Request" should therefore be based on the ERP rebate level in place at the time the application is received by the Commission and the system cost after subtracting other incentives.

Check the box indicating whether the incentive is to be paid to the purchaser or seller.

Signatures:

The purchaser must always print and sign his or her name on the form. If the seller is designated as the payee, the seller must also sign his or her name on the form.

Please indicate whether the rebate payment is to be assigned to a third party. If yes, please fill in the name and address in the space provided and attach the assignment form (CEC 1038 R5). The assignment form must contain original signatures. Payees that assign the rebate payment to a third party will still be reported as the recipient of the payment(s) for tax purposes.

Attachments: Please attach the documentation necessary to provide the following:

1. evidence of an agreement to purchase and install the system
2. the itemized cost of major equipment and labor
3. evidence of electrical service at the installation location
4. the Payee Data Record, Form STD-204, or include the Payee ID number if the STD 204 is already on file.

Evidence of an agreement to purchase and install can consist of a signed copy of the system or equipment purchase agreement(s) and a signed installation contract(s), or proof of 10% down payment of the major equipment price (through invoices or receipts).

If the system will be located at a new residence please include verification, such as a letter from the utility or a statement indicating the utility name and address at which the system will be interconnected or sign a statement identifying the utility provider and the physical address where the installation is to occur.