

# Solar Electric Rebate Program



a division of  
Transportation, Infrastructure and Energy

## Solar Electric Rebate Program

### Application

**efficiencyPEI's** Solar Electric Rebate Program provides incentives for Island homeowners, farms and businesses to install Solar Photovoltaic (PV) panels.

To be eligible for rebates, **approval is required from efficiencyPEI prior to installing equipment.** Applications will be processed on a first-come, first-serve basis; failure to submit all required documentation may lead to delays in the review process. Program rebate amounts are subject to change over time.

Receiving approval from **efficiencyPEI** provides program participants with assurance that a specific rebate amount will be offered to the participant within the timeline indicated in the approval.

### Steps to Apply

Gain access to the Solar Electric Rebate Program by following these steps:

1. Confirm eligibility (see Terms and Conditions listed in this application form).
2. Select an approved efficiencyPEI Solar PV Installer from the Network of Excellence list of contractors.
3. Fill out the application form completely and send to **efficiencyPEI** with your most recent electric bill and a quote from your Solar PV Installer. Incomplete information may delay your rebate.
4. Wait for your Letter of Acceptance before commencing with work.
5. Collect dated sales receipt showing work completed and mail original copies of dated receipt(s) to:

**efficiencyPEI**  
69 Belvedere Avenue, Suite 1- B01

PO Box 2000, Charlottetown  
Prince Edward Island  
Canada C1A 7N8

or drop off in person to:

69 Belvedere Ave., Charlottetown  
120 Heather Moyse Drive, Summerside  
or  
any AccessPEI location.

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## Participant Information (Residential, Farm, Commercial)

|   |                        |
|---|------------------------|
| Participant First Name:   | Participant Last Name: |
| Civic Address:  |                        |
| City / Town:  | Postal Code:           |
| Phone:  |                        |
| Email Address:  |                        |
| <input type="checkbox"/> I would like to receive email communications (News, upcoming promotions, etc.) from <b>efficiencyPEI</b> . You may withdraw consent at any time. |                        |
| Mailing Address:<br>Same as civic: <input type="checkbox"/>   |                        |
| City / Town:  | Postal Code:           |
| Have you previously applied for an efficiencyPEI rebate? Yes: <input type="checkbox"/> No: <input type="checkbox"/>   |                        |
| I would like to finance this solar installation through Finance PEI Yes: <input type="checkbox"/> No: <input type="checkbox"/>  |                        |

## Home, Farm or Business Information

|   |
|---|
| Electrical Utility: <input type="checkbox"/> Maritime Electric <input type="checkbox"/> Summerside  |
| Electrical Utility Account Number:  |
| Please include: <input type="checkbox"/> A copy of your most recent electric utility bill   |
| Building Type: <input type="checkbox"/> Single Detached <input type="checkbox"/> Semi Detached <input type="checkbox"/> Other, please specify:  |
| Use: <input type="checkbox"/> Full Time Residence <input type="checkbox"/> Seasonal Property <input type="checkbox"/> Other, please specify:  |
| Construction: <input type="checkbox"/> Existing Building <input type="checkbox"/> New Construction<br>If new construction, is the property enrolled in <b>efficiencyPEI's</b> New Home Construction Program? <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Mounting location: <input type="checkbox"/> Roof Mount <input type="checkbox"/> Ground Mount <input type="checkbox"/> Out building (ex. Shed)<br><input type="checkbox"/> Other, please specify:  |
| Existing Solar PV installed on property: <input type="checkbox"/> No <input type="checkbox"/> Yes – please provide details below:   |
| Continue on next page if necessary...   |

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## Solar Installer Information

|  |                                      |
|--|--------------------------------------|
| Business Name:   |                                      |
| Are you listed as an approved solar installer on <b>efficiencyPEI's</b> Network of Excellence? <input type="checkbox"/> Yes <input type="checkbox"/> No  |                                      |
| <p>All work requiring the connection of electrical components require a "Certificate of Compliance" completed by a licensed electrician as specified in the Electrical Inspection Act R.S.P.E.I. 1988, Cap. E-3 (Canadian Electrical Code Regulations.) Solar PV System must meet all applicable regulations under the Canadian Electrical Code and any additional Provincial laws and regulations.</p> <p>You must meet the following requirements: use an electrical contractor to perform electrical connections including combiner boxes, panel boards, micro-inverters that are not assembled with factory installed connectors, utility switches rapid shutdowns, and meter bases. This includes the grounding of the systems and bonding of the frames to ground. An electrical contractor will also be used where a separate ground or bond wire is a requirement for the solar PV system.</p> |                                      |
| <input type="checkbox"/> I accept  |                                      |
| Does the PV system identified in the quote (and to be installed) meet all the program criteria identified in this application package?   |                                      |
| <input type="checkbox"/> Yes   |                                      |
| Does the project proposal include, at a minimum, the following pieces of information?  |                                      |
| <ul style="list-style-type: none"> <li>• Number of modules, module capacity (W), system capacity (kW)</li> <li>• Orientation (in degrees, where 180° is due South), slope (degrees), and annual shading factor (as a percentage, where 0% = no shading), roof condition (where applicable)</li> <li>• Estimated annual electricity production (kWh), first year energy savings (\$)</li> <li>• Total cost (\$), Installed cost per Watt (\$/W)</li> </ul>  |                                      |
| <input type="checkbox"/> Yes   |                                      |
| I will offer the required 1-year workmanship warranty on the quoted solar installation. <input type="checkbox"/> Yes <input type="checkbox"/> No   |                                      |
| Total solar PV module capacity (kW DC):  | Total inverter capacity (kW AC):     |
| Estimated annual electricity production (kWh):   | Estimated solar yield (kWh / kW DC): |
| Project cost (excluding HST):  | Cost per Watt (\$/Watt DC):          |

# Participant Release of Information

Are you receiving any additional direct or indirect sources of government funding to install the PV system?

Yes  No

If yes, please provide details: \_\_\_\_\_

## Terms and Conditions

### ***I/we acknowledge and agree that:***

1. The property and/or business that is the subject of this application under the **efficiencyPEI** Solar Electric Rebate Program is registered with the Tax Administration and Property Records Division of the PEI Department of Finance in my/our name.
2. I/we have not defaulted on a previous loan with the Government of PEI or a Provincial Crown Corporation.
3. The eligibility of specific rebates under the **efficiencyPEI** Solar Electric Rebate program shall be determined by **efficiencyPEI**.
4. Site assessments by **efficiencyPEI** staff may be required and I/we agree to allow reasonable access to my/our/the property/business and building during normal business hours.
5. If I/we are receiving any other Government of PEI funding for the implementation of upgrades subject to this application I/we will disclose this funding to **efficiencyPEI**. Funding received from all government sources will not exceed the total cost of upgrades.
6. I/we am/are completely responsible for the quality and adequacy of any upgrades approved for rebates, which includes the responsibility for ensuring compliance with any and all applicable regulatory requirements, including any building code, electrical code, safety code, municipal bylaw or provincial or federal regulation or statute, and in no event shall the Government of PEI be liable to anyone in whole or in part for the upgrades or any part of the upgrades, including any loss or claim by anyone that may result from the upgrades.
7. All work requiring the connection of electrical components require a "Certificate of Compliance" completed by a licensed electrician as specified in the Electrical Inspection Act R.S.P.E.I. 1988, Cap. E-3 (Canadian Electrical Code Regulations.) Solar PV System must meet all applicable regulations under the Canadian Electrical Code and any additional Provincial laws and regulations.
8. I/We may be required to reimburse Government any funds received under this Solar Electric Rebate program if at any time within five (5) years from the completion date of the funded upgrades I/we sell, lease or otherwise dispose of, directly or indirectly, and whether in whole or in part, the structure upon which the funded upgrades have been completed (non-residential installations).
9. Solar PV System must be eligible for your electric utility's net metering program (Maritime Electric and City of Summerside Electric Utility).
10. My current electrical utility is hereby authorized to release to **efficiencyPEI** my billing account information, including such details as the name of the account and the number of kilowatt hours of electrical consumption pertaining to the residence of the above noted homeowner.
11. **efficiencyPEI** and my solar installer are permitted to discuss and share details of my solar installation.

### ***I/we have been advised that:***

12. I am/we are required to inform the contractor who is completing energy upgrades on my/our property and building that the contractor must declare to the Canada Revenue Agency all the funds paid to the contractor for the completion of the work on my/our property or building.

**efficiencyPEI** is a division of the Government of PEI's Department of Transportation, Infrastructure and Energy.

Participant Signature \_\_\_\_\_

DD/MM/YYYY

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## Solar Installer Declaration

As the solar installer, I hereby declare that the proposed Solar PV system meets all system and installation requirements outlined in this document, that this application is complete and accurate.

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Installer Signature

DD/MM/YYYY

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Installer Name (Please print)

**Send completed documents by email, mail, or fax – or drop off to a location near you.**

**Email:** [efficiencypei@gov.pe.ca](mailto:efficiencypei@gov.pe.ca)  
(Please note that we cannot accept high risk attachments such as ZIP, EXE or files that exceed 10MB.)

**Mail:** **efficiencyPEI**  
69 Belvedere Avenue, Suite 1 B01 PO Box  
2000, Charlottetown, PE  
C1A 7N8

**Fax:** 902-620-3796  
Attention: Solar Electric Rebate

**Drop off:** **Charlottetown**  
69 Belvedere Avenue, Suite 1 B01

**Summerside**  
120 Heather Moyse Drive

**Any Access PEI location**

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## Eligibility Criteria

### To be eligible you must meet these requirements:

- Be the legal property owner, business owner and/or a bona-fide farmer.
- Your building is:
  - A residential property, no more than three stories high, **with a footprint** smaller than 600 m<sup>2</sup> (6458 ft<sup>2</sup>); or
  - A commercial building with an operating business; or
  - A farm building owned and operated year round by a bona-fide farmer.
- Single-family homes, detached, side-by-side, or row homes **and apartment buildings** are eligible.
- Manufactured or mobile homes must have a permanent electrical utility connection.
- Buildings must be habitable and structurally sound

### Ineligible buildings include:

- Buildings that are not habitable or structurally sound (i.e. fire damage, uninhabitable, major renovation or construction in progress, etc.)

## Program Requirements

### Residential, Commercial and Farms:

- Solar PV System must be eligible for your electric utility's net metering program (Maritime Electric and City of Summerside Electric Utility).
- Solar PV System must meet all applicable regulations under the Canadian Electrical Code and any additional Provincial laws and regulations.
- Solar PV System must be installed by an **efficiencyPEI** Network of Excellence contractor

## Rebate Amounts

### Incentive Levels (Residential):

- \$1,000 per installed kilowatt.
- The maximum rebate limit for all **efficiencyPEI** programs of \$5000 per property (PID) would not apply to this program.
- Not to exceed 40% total of installed costs.
- Not to exceed \$10,000 for residential installations.

### Incentive Levels (Commercial/Farms):

- \$350 per installed kilowatt.
- The maximum grant limit for all **efficiencyPEI** programs per property (PID) would not apply to this program.
- Not to exceed 40% total of installed costs.
- Not to exceed \$10,000 for commercial/farm installations.

## Financing

Financing for residential, farm and commercial clients will be available to qualifying applicants through Finance PEI's Energy Efficiency Loan Program (EELP).

The maximum loan amount available to households under the Solar Electric Rebate Program will be \$25,000. The maximum loan amount for businesses and farms may exceed \$25,000, and will be based on the debt servicing capacity of the borrower and availability of security.

Other key terms of the loan include:

- The loan will be repayable in monthly installments over a period not to exceed 15 years;
- The loan will bear interest at the fixed interest rate of 5% per annum; and,
- The loan will be secured by a registered security interest in the borrower's home/business/farm.

Any **efficiencyPEI** rebates earned in connection with the upgrade project will be applied firstly and directly as a permanent lump sum reduction in the EELP loan.

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# Payee Registration Form

(see reverse for instructions)

|                |  |
|----------------|--|
| <b>PAYEE #</b> |  |
|----------------|--|

### Freedom of Information and Protection of Privacy

The personal information requested on this form is collected under the authority of section 31(c) of the *Freedom of Information and Protection of Privacy Act* R.S.P.E.I. 1988, Cap. F-15.01, and will be used for the purpose of administering payments to the individuals or suppliers that are identified on this form. This use includes the sharing of this information within the Government of Prince Edward Island and its agencies to update and ensure the accuracy of information for administering payments. Questions on the collection and use of this information can be directed to Payment Processing at (902) 368-4010.

- New Payee**                       **Update to Payee Information (i.e. address or updated banking)**

### Section A: Personal or Business Information

Fill out this section as an individual **OR** for your business. All fields are required.

#### For Individuals Only

|                               |   |                   |                              |
|-------------------------------|---|-------------------|------------------------------|
| <b>First Name</b>             | <b>Full Middle Name(s)</b>                          | <b>Last Name</b>  | <b>Previous Last Name(s)</b> |
| <b>Date of Birth</b><br>_____ | <b>If you are a Provincial Government Employee:</b> |                   |                              |
| (DD/MM/YYYY)                  | <b>Employee Number</b>                              | <b>Department</b> |                              |

#### For Businesses Only

|   |                    |                                      |
|---|--------------------|--------------------------------------|
| <b>Business Name</b> (Legal name and operating name if different) | <b>HST/GST No.</b> | <b>Contact Person &amp; Position</b> |
|---|--------------------|--------------------------------------|

#### For Individuals and Businesses

|   |   |   |                                |
|---|---|---|--------------------------------|
| <b>Current Mailing Address</b>            | <b>City</b>   | <b>Province or State</b>                                | <b>Postal Code or Zip Code</b> |
| <b>Phone Number</b> (including area code) | <b>Email Address</b> (for payment remittance details) | <b>Email Address</b> (for purchase orders if different) |                                |

**Previous Mailing Addresses.** Please provide as many previous mailing addresses as possible. We use this information to update our records and to prevent the duplication of your account.

### Section B: Payment Information

To receive payments from the Government of Prince Edward Island you **MUST** provide your banking information. Failure to provide banking information will result in unprocessed and delayed payments. Please attach **one** of the following:

- Void cheque  
or  Correspondence from Financial Institution (bank)

### Section C: Certification

I, as the person named in this form in my own right, or as the representative of the company or business named in this form entitled to receive payments from the Government of Prince Edward Island, hereby authorize the Government of Prince Edward Island or its agencies to share the information collected on this form with each other for the purposes of making a payment that is due. By providing banking information for electronic payment I, as the person named in this form in my own right, or as the representative of the company or business named in this form entitled to receive payments from the Government of Prince Edward Island, hereby authorize the Government of Prince Edward Island or its agencies to electronically deposit those payments into the noted bank account until further notice. If I am the representative of the company or business named in this form, I have the authority to bind the company or business.

|  |   |             |
|--|---|-------------|
| <b>Authorized Signature</b> (Forms returned without a signature will not be processed)<br>Sign Here <b>X</b> _____ | <b>Printed Name (For Businesses Only)</b> | <b>Date</b> |
|--|---|-------------|

### Section D: Additional Information

|  |
|--|
|  |
|--|

### Section E: For Office Use Only

|                       |                              |                               |                               |                              |                              |                               |
|-----------------------|------------------------------|-------------------------------|-------------------------------|------------------------------|------------------------------|-------------------------------|
| <b>BUSINESS UNIT:</b> | <input type="checkbox"/> FIS | <input type="checkbox"/> MEPS | <input type="checkbox"/> LMDA | <input type="checkbox"/> ISM | <input type="checkbox"/> PSB | <input type="checkbox"/> FLSB |
|-----------------------|------------------------------|-------------------------------|-------------------------------|------------------------------|------------------------------|-------------------------------|