

Program Overview: The Renewable Energy System Cost Recovery Program was created by the state of Washington to promote and offset the cost associated with the purchase of a renewable energy system. Customers can receive an annual production-based incentive by generating electricity at their residence or business from renewable energy systems such as solar energy systems, wind generators or anaerobic digester. City Light voluntarily chooses to participate in the state program and administers incentive payments to qualified program participants under the name of the Solar Incentive Program.

Eligibility Requirements:

To be approved for an annual incentive payment, it is the responsibility of program participants to ensure all City Light eligibility requirements are met and an annual incentive payment application is submitted no later than the deadline of **August 1st**. Eligibility requirements only need to be satisfied one-time while an annual incentive payment application must be submitted each year.

Application for Electric Service

If you are installing a new renewable energy system at your home or business, submitting an online Application for Electric Service is the first step to letting the utility know you would like to interconnect to our electric distribution system. This application will provide the utility with important information about your renewable energy system and current electrical service. You may locate this application online at <https://sclesr.myutilities.seattle.gov/sclesrintake>

Interconnection Application & Agreement Terms and Conditions (EZ-IAA)

It is necessary that the owner of the property where a renewable energy system is located within Seattle City Light's service territory have a signed Interconnection Application and Agreement on file. This agreement details important safety information and is required regardless whether or not you choose to apply for production incentive payments. You may locate this form at www.seattle.gov/light/solarenergy/docs/interconnection.pdf.

One-Line Diagram

A One-Line Diagram is a blueprint of your renewable energy system and how it ties into your electrical system and City Light's electrical grid.

Final Electrical Inspection - Passed

The local inspection authority must have performed and passed the final electrical inspection of your renewable energy system before your system can be turned on and operated in parallel with our electric distribution system. It is necessary to have passed the final inspection before your production meter can be installed and before you are able to submit a Renewable Energy System Cost Recovery Certification application to the Department of Revenue. Please notify City Light with the inspection authority (DCI, L&I, City of Burien, etc.), permit number and the final permit pass date once your system has been passed the final inspection.

☐ Renewable Energy System Cost Recovery Certification Approval Letter

To qualify for an incentive payment the applicant must have applied to and received certification approval from the Washington state Department of Revenue. If your certification was approved, you should have received a letter that includes your tax registration number and approved incentive rate. If you have not applied for certification you will want to apply immediately after your system has passed the final electrical inspection using the Department of Revenue application form located at <http://www.seattle.gov/light/solarenergy/Docs/RenewEner.pdf>. If you need to check on the status of your certification or get a copy of your approval letter you may contact the Department of Revenue directly at 360-902-7003 or dorteateam2@dor.wa.gov

☐ Production Meter

A City Light production meter is needed to apply for a production incentive payment. The production meter is used to record the total production of your renewable energy system. The production meter will be installed within approximately 30-60 days after your Electric Service Representative was notified that the final electrical inspection was passed.

Please be advised that while the Department of Revenue and your electrical contractor may submit information to City Light, it is ultimately the customer responsibility to ensure the eligibility requirements and annual incentive application are submitted to City Light no later than **August 1st**. Annual Incentive applications will be available online the last week of June at www.seattle.gov/light/solar/SIP.asp. To apply for your incentive, you will need to record your production meter and inverter readings (first-time applicants only) on June 30th 2017.

Additional Information:

Seattle City Light

Renewable Energy Accounts

(206) 684-5516 (Mon. - Fri. 8am - 4:30pm)

SCL_SolarIncentive@seattle.gov

<http://www.seattle.gov/light/solarenergy/SIP.asp>

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