

## The Commonwealth Residential Photovoltaic Rebate Program



### Victorian Application Form

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#### Introduction

The Commonwealth Government has introduced the Photovoltaic (PV) Rebate Program to encourage the long-term use of photovoltaic technology to generate electricity from sunlight to increase the use of renewable energy in Australia.

#### How to apply

**Step 1:** Read the Photovoltaic Rebate Scheme “Guidelines for Victorian Applicants”.

**Step 2:** *Stand Alone Systems.* Identify your energy requirements to establish your PV system requirements. Consider whether your electrical energy requirements can be reduced either through the use of more energy efficient equipment, or by being more energy conscious. Home electricity generation is costly and the lower the energy demand, the lower the cost of a generation system. A System Planner will assist with your assessment and is contained in the information package.

**Step 3:** *For grid connection.* Obtain from your local electricity supply authority their requirements and a cost estimate for grid connection. Before a rebate can be paid, applicants seeking grid connection must have written approval from their electricity authority.

**Step 4:** Contact one or more Australian Business Council for Sustainable Energy (BCSE) accredited renewable energy installers to obtain advice on the options for, and costs of, a renewable energy system to meet your electricity needs.

**Step 5:** In conjunction with your chosen system installer and prior to actually purchasing or ordering any new equipment, complete the Application Form and submit this to the Sustainability Victoria

Note. To receive the rebate, applications must be approved prior to installation.

The Sustainability Victoria will then process your application and advise you of your rebate entitlement if the system accords with scheme requirements.

**Step 6:** Once your system has been approved, you may proceed to installation, in accordance with the Guidelines.

**Step 7:** Upon installation of the system and in conjunction with your system installer, complete an application form

entitled ‘Victorian Installation Report Form’ and submit this to the Sustainability Victoria. This office will assess your application, and compare the details of your installed system with your original Application. An inspection of your system may be carried out at that time or after the rebate has been paid.

Applicants should note that payment of rebates will be made on receipt by the Sustainability Victoria of a fully and correctly completed Installation Report, pending any inspection. Approved applicants can generally expect to receive their rebate within 4 weeks of receipt of the Installation Report but should note that payments under the Program may sometimes be delayed for reasons outside the control of the AGO. The Sustainability Victoria will forward the rebate to the applicant or, where requested by the applicant, directly to the supplier/installer.

Where there have been changes from the original application form, particularly as regards the PV modules, a revised rebate may need to be calculated.

#### Funding Availability

The rebate is based on the peak PV output of the new PV component of the system. The minimum system size is 450-watt peak output. There is no maximum size, although the rebate of \$4.00 per peak watt (ppw) for **new systems** is capped at \$4,000 (or 1.0 kW) for each installation. Extensions to **existing** PV systems will receive rebates of \$2.50 ppw capped at \$2,500 (1.0kW).

#### Eligibility

In summary, eligibility will depend on the following:

- > Acceptance and compliance with all the conditions and procedures set out in the Guidelines
- > Rebates are available for residential PV systems that can be either grid connected or stand alone
- > Major equipment items in the installation must be new and not second-hand
- > The PV system must be installed at the applicant’s principle place of residence and attract only one rebate per residence.
- > Rebates will not be paid with respect to PV systems installed by contractors who are not suitably qualified and experienced.

Applicant Information			
Title		Name	
Residential Address			Postcode
Mailing Address			Postcode
Work Phone		Home Phone	
Fax		Mobile	
E-mail			
Connection Type (Please Circle)		Grid-connect	Stand Alone Power System (SAPS)
Are you upgrading or extending a pre-existing system?		Yes	No
If Grid-Connect : Name of Electricity Distributor			
Application made to above distributor?		Yes	No

Supplier Information			
Supplier Name			
Address			
Suburb		State	Postcode
Work Phone		Fax	
Mobile		E-mail	
BCSE Accreditation No.		BCSE Membership Details	

Installer Information			
Installer Name			As Above ✓
Address			
Suburb		State	Postcode
Work Phone		Fax	
Mobile		E-mail	
BCSE Accreditation No.		BCSE Membership Details	
Electrical Contractor's Licence No.			

System Details			
System Location			
Suburb		State	Postcode
Installed New Photovoltaic Capacity (watts)		Planned Date of Installation	
Total Cost of System		Rebate Claimed	

PV Modules			
Manufacturer		Rated Output (W)	
Model		Cost per Unit	
Quantity			

Inverter			
Manufacturer		Inverter Rating	
Model		Cost per Unit	
AS4777 database No:		Quantity	
Description			

Other Equipment / Installation Costs					
Component	Manufacturer	Model	Description	Qty	Cost per Unit
Mounting Frames					
Regulator					
Batteries / Trays					
Battery Charger					
Meters					
Installation Hardware					
Installation Labour					
Other (eg delivery)					
Prev. installed equipment.					

### Declaration by System Installer

I certify that:

- > I am a BCSE installer accredited for design and installation
- > The details of the system as described are correct
- > I have explained the design and its expected performance to the applicant
- > All electrical equipment (including cabling) operating at a voltage exceeding extra low voltage must be installed by a Registered Electrical Contractor in accordance with AS/NZ3000:2000. A certificate of Electrical Safety for prescribed Electrical Installation Work must be issued at completion.
- > All grid-connected inverters shall meet AS 4777.
- > Solar modules shall meet relevant international standards.
- > System installation will meet all relevant standards, building codes and local Council requirements.

\_\_\_\_\_  
Installer Signature

\_\_\_\_\_  
Installer Printed Name

\_\_\_\_\_  
Date

If the installer would like a copy of the pre-approval sent to them please tick this box.

## Applicant's Certifications

By signing below, I certify that I have read and understood the requirements of the Photovoltaic Rebate Program (PVRP), that the system described in this application will meet all the requirements for participation in this program and that the information provided is accurate and true. I understand that any attempt to misrepresent information in this application will disqualify me from all claims to existing or future rebates offered through the (PVRP).

**The application form will be deemed incomplete if this section is not filled in correctly.**

In applying for PVRP funding I agree that: (Check  each item below)

- I live at and own the residence where the PV system is to be installed.
- residential building-integrated solar photovoltaic systems must be installed and commissioned within 6 months of receipt of the Sustainability Victoria's approval of this application.
- PV systems must be new solar photovoltaic systems which: are mounted on or integrated into the structure of inhabited buildings (except where there are performance, aesthetic or practical concerns with doing so); are either grid connected or stand-alone power systems (SAPS); and, have a minimum installed capacity of 450 watts.
- if second-hand PV system equipment is to be used for new installations or extensions to existing PV systems, no rebate will apply. Systems may be inspected at any time.
- details supplied in this application may be cross-checked with product manufacturers.
- funding for SAPS and grid connected systems is available subject to demand.
- only one AGO funding assistance application per system installed can be accepted.
- although AGO has the right to discontinue this funding assistance program at any time without prior notice to prospective applicants, a rebate for approved applications will be guaranteed.
- all PV systems must be installed by persons accredited for design and installation by the Australian Business Council for Sustainable Energy (BCSE)
- All electrical equipment (including cabling) operating at a voltage exceeding extra low voltage must be installed by a Registered Electrical Contractor in accordance with AS/NZ3000:2000. A certificate of Electrical Safety for prescribed Electrical Installation Work must be issued at completion.
- within one month of system installation and prior to the Sustainability Victoria forwarding payment, the applicant shall forward to the Sustainability Victoria evidence that the system has been installed.
- the AGO and the Sustainability Victoria has the right to publish, and use for its own purposes, the PV system details enclosed in this application form.
- the AGO or the Sustainability Victoria accepts no liability in respect of any claim or cause of action arising out of or in relation to any PV system or any system the subject of funding assistance, and the applicant agrees that it will indemnify and keep indemnified AGO and the Sustainability Victoria for any claim or liability arising out of or in relation to the PV system the subject of this application.

<b>Applicant (printed name):</b>	
<b>Signature:</b>	<b>Date:</b>

### Information Privacy Act

The Sustainability Victoria collects your personal information for the purpose of administering the photovoltaic rebate program. We only disclose your personal information if it is necessary for the performance of our functions. If you wish to seek access to the personal information which we hold about you please contact us by writing to Functional Leader, Corporate Services, Sustainability Victoria, Ground Floor, 215 Spring St, Melbourne 3000 or email [privacy@sustainability.vic.gov.au](mailto:privacy@sustainability.vic.gov.au). SV's privacy policy is available on [www.sustainability.vic.gov.au](http://www.sustainability.vic.gov.au)

For Office Use Only			
Date Received	File Number	Complete Form	Rebate Amount
Rebate Amount	BCSE No	Residence	Panels
Approved by	Signature		Date Approved

03/2004