

EVERSOURCE

Information Required for Submission of a Small ZREC Application to Eversource

The following is a list of information that may be required for submission of a LREC/ZREC application to Eversource. It is provided to assist Applicants in the application process. It is not necessarily a complete list. The information required for a specific Application may change based on other inputs provided by the Applicant in the application process. There is a glossary at the end of this list to assist Applicants in understanding the italicized terms used.

The information provided herein is intended to enhance the reader's understanding of the required information as provided in the Small ZREC Tariff, the Service Agreement, and the Q&As. **In the event of any inconsistency between the provisions of this document, the Small ZREC Tariff or any other supporting information, the provisions of the Service Agreement are controlling. Applicants should review the Service Agreement and all associated documents thoroughly and submit their Applications based upon the Service Agreement, which will solely govern the transactions between the selected Applicant and CL&P through the term of the resulting Agreement.**

Please note that only applications submitted using the online Small ZREC Tariff Application Form on the Eversource website will be evaluated by Eversource.

The following information may be required for each of the steps in the Application Form discussed below:

Initial Program Eligibility Screening Step:

- Product Type (ZREC)
 - Small ZREC, project sized ≤ 100 kW
- Technology Type (e.g., Solar, Wind, other) ****Note: If your project is *Solar Single Axis* or *Solar Dual Axis*, you will be able to choose that designation in Step 5 of 6, otherwise the system will default to *Solar Fixed Tilt*.**
- *Installed Capacity* (kW AC)

Step 1 of 6: Applicant & Counterparty Information

- Project Name
- Name of *Applicant* ****Note: This individual or an authorized representative of the business will be required to fill out and sign Page 2 of the Application Certification Form.**
- Name of Service Agreement *Counterparty* (Individual or Business), including:
****Note: This individual or an authorized representative of the business will be required to fill out and sign Page 3 of the Application Certification Form.**
 - Name
 - Address
 - Jurisdiction of Organization (required if a business)
 - Company type (if a business)
 - Tax ID (if a business)

Step 2 of 6: Applicant Information – General

- Name of the *Distribution Customer of Record*
- Name of the *Owner of the Project Site* ****Note: This individual or an authorized representative of the business will be required to fill out and sign Page 4 of the Application Certification Form. This signature must also be witnessed and signed by a Notary Public.**
- Name of the *Authorized Developer* (if applicable)
- Name and Contact Information (name, address, phone number, fax number [if applicable] and email address) of the *Primary Application Contact* and the *Alternate Application Contact*. As Eversource will only communicate with the Primary Application Contact and Alternate Application Contact regarding the Application, Eversource suggests that you provide information for two different contacts.

Step 3 of 6: Service Agreement Contact Information

- Name and Contact Information (name, address, phone number, fax number [if applicable] and email address) of the entities that will be listed in the Contact Information section of the Service Agreement Cover Sheet regarding the following topics:
 - General Notices
 - Service Agreement Notices
 - Legal Notices
 - Performance Assurance
- Name and Contact Information (name, address, phone number, fax number [if applicable] and email address) of the entity that will be listed in the Accounting Information section of the Service Agreement Cover Sheet regarding the following topics:
 - Invoices, Payments and Settlements.

Step 4 of 6: Financial Information

If your Application is selected, this information will be listed in the Accounting Information section of the Service Agreement Cover Sheet regarding payments to be made by Eversource in accordance with the Service Agreement. **All payments made to any one Counterparty must be made in the same fashion (i.e. if you have existing LREC/ZREC Contracts/Service Agreements, or if you are submitting multiple Bids for the same Counterparty, all payment information must be consistent among all LREC/ZREC Bids/Contracts/Service Agreements).**

Please Note: We strongly recommend you use a form of electronic funds transfer (ACH) as your primary payment method. Electronic funds transfers are a faster, more secure method of payment than check delivery.

- The order of preference of the methods selected ***Note: Please consider choosing ACH as your electronic payment method as opposed wire, as ACH payments tend to be less expensive for the recipient.**
- For checks, the name and address of the individual to whom checks are to be sent.
- For Wire Transfers:
 - Name of Bank
 - Address of Bank
 - ABA routing number
 - Account number
 - Is the account a checking or savings account?
 - Other details to be noted on ACH/Wire Transfer
- For ACHs (Noted as ACHs/Wire Transfers):
 - Name of Bank
 - Address of Bank
 - ABA routing number
 - Account number
 - Is the account a checking or savings account?
 - Other details to be noted on ACH/Wire Transfer

- Please note that wire transfer information is also required if ACH is elected for those situations when an ACH is not practicable.

Step 5 of 6: Application Evaluation Information

- Business Name or Individual Name at the site address
- Location (address) of the Facility ***Note-Please see Exhibit A below which shows where to find this information on an Eversource customer bill.**
- The following customer account information is required unless the project will be installed at a site for new construction that does not yet have a service account with utility:
 - *Customer Account Number* ***Note-Please see Exhibit A below which shows where to find this information on an Eversource customer bill.**
 - *Service Reference Number* ***Note-Please see Exhibit A below which shows where to find this information on an Eversource customer bill.**
 - *Customer Rate Class* ***Note-Please see Exhibit A below which shows where to find this information on an Eversource customer bill.**
 - If the Customer Rate Class is Rate 1, 5, or 7, incentive application denied documentation proving that the project has been denied from the Connecticut Green Bank's Residential Solar Investment Program will be required in Step 6
- If the project will be installed at a site for new construction that does not yet have a service account with the utility, the following question will need to be answered:
 - Will this project be at a residential location? (Yes/No) If Yes, incentive application denied documentation proving that the project has been denied from the Connecticut Green Bank's Residential Solar Investment Program will be required in Step 6
- *In-Service Date* (only applicable if the project is already in-service)
- *Average Annual Production* (only applicable if the Applicant is providing a value certified by a CT licensed Professional Engineer)
- Solar Technology Type (only applicable if the Applicant has chosen Solar as the technology type during the Initial Program Eligibility Screening step)
 - *Fixed Tilt*
 - *Single Axis*
 - *Dual Axis*

Step 6 of 6: Application Attachments

- This step is where the additional Application documents (as PDF files [.pdf]) are attached. Each form must be uploaded as **one single PDF (.pdf) file** in its respective upload location. These attachments include:
 - Application Certification Form (mandatory for all Applications) – Note: Page 4 of this form is required to be witnessed and signed by a *Notary Public*.
 - Copy of Eversource Customer Bill (mandatory for all Bids that are not New Construction, as designated in Step 5/6)
 - Pending CT Green Bank Grants and/or Rebate Disclosure Statement (mandatory if the Applicant has applied for a grant or rebate from the Connecticut Green Bank or any of its predecessors for this project; also, it is recommended that an explanation be provided if a grant or rebate from CT Green Bank has been received for a different project at the same site address.)
 - Connecticut Licensed Professional Engineer Certification of Average Annual Production (mandatory if the box in Step 5 is checked indicating that the Applicant is providing an Average Annual Production value certified by a CT licensed Professional Engineer).
 - Incentive Application Denied Documentation from Connecticut Green Bank (mandatory if the Application is or will be for a Residential (customer rate class 1, 5, or 7) location).

Glossary of Italicized Terms

- **Solar Single Axis** – A PV system arrangement that allows multiple rows of solar panels using a single drive unit to track the East-West motion of the sun relative to the earth
- **Solar Dual Axis** – A PV system arrangement that follows the sun’s trajectory by changing both the azimuth and the tilt angles
- **Solar Fixed Tilt** – A PV system arrangement that is installed at a fixed angle (most common in Connecticut).
- **Applicant** – The individual or business submitting the application to be considered for selection to be awarded a long-term agreement for the purchase of ZRECs pursuant to the terms and conditions of a fully executed Service Agreement. The Applicant may or may not be the Service Agreement Counterparty and/or the Owner of the Project Site.
- **Counterparty** – The legal entity entering into the Service Agreement (i.e., the selling party under the Agreement). The counterparty may be (i) the customer of record at the revenue meter with site control, or (ii) the site owner with consent of the customer, or (iii) the authorized developer with consent of the customer and site owner. The signature of an authorized representative of the counterparty listed here is required on Page 3 of the Application Certification Form.
- **Distribution Customer of Record** – The Eversource distribution customer as listed on the Eversource bill for the Project site.
- **Owner of Project Site** – The legal owner of the Project site.
- **Notary Public** – A person who has the authority to act as an official witness when legal documents are signed.
- **Authorized Developer** – A developer of the Facility that has the consent of both the owner of the Project site and the distribution customer of record.
- **Primary Application Contact** – The primary individual with whom Eversource will communicate regarding the Application. This individual may be anyone that the Applicant designates with authority to communicate with Eversource regarding the Application. Please note, however, that Eversource will only communicate regarding the Application with the Primary Application Contact and/or the Alternate Application Contact.
- **Alternate Application Contact** – The alternate individual with whom Eversource will communicate regarding the Application. This individual may be anyone that the Applicant designates with authority to communicate with Eversource regarding the Application. Please note, however, that CL&P will only communicate regarding the Application with the Primary Application Contact and/or the Alternate Application Contact.
- **Customer Account Number** – A number that Eversource assigns to each customer. The Customer Account Number can be found on the Eversource bill for the Project site (see Exhibit A below).
- **Service Reference Number** – A number that Eversource assigns to each electric service location. The Service Reference Number can be found on the Eversource bill for the Project site (see Exhibit A below). Please note the meter number is not the Service Reference Number.
- **In-Service** – The project has a valid interconnection agreement and is capable of regular commercial operation.
- **Customer Rate Class** – This can be found on the Eversource bill for the Project site (see Exhibit A below).
- **Installed Capacity** – The nameplate capacity of the project in kW AC. Please see the response to Question 31 for details of how the nameplate capacity is determined.
- **Average Annual Production** – The average annual output of the project, in kWhs AC, based on typical facility conditions for an average year. The Companies will include the 5% adder, as described Section 2.4.2.2 of the RFP, in determining the final Maximum Annual Quantity to be included in the Service Agreement.

Exhibit A – Sample Eversource Customer Bill

Page 2 of Customer Bill



Account Number: 1234 567 8900

Customer name key: CUST

John J. Customer

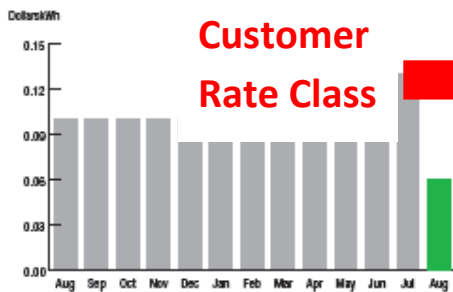
**123 Any St
Any Town, CT 00000**

Service reference: 100000000

Service from 07/01/15 - 08/03/15 33 Day
Next read date on or about: Sep 1, 2015

Meter Number	Current Read	Previous Read	Current Usage	Reading Type
1234567	75062	-74474	588	Actual

Supply Rate



Customer Rate Class

Contact Information

Emergency: 800-286-2000 (anytime)
www.eversource.com
CustomerServiceCTElectric@eversource.com
Pay by Phone 888-783-6618
Customer Service: 800-286-2000
860-947-2000 Hartford/Meriden (M-F 7:00am - 7:00pm)

For information or questions regarding your account, please contact Eversource at the number above. For other consumer questions and unresolved complaints, contact Public Utilities Regulatory Authority (PURA) Consumer Services toll free at 800-382-4586 or www.ct.gov/PURA.

Customer Account Number

99.44

Electric Account Summary

	\$108.22
	-\$108.22
	\$0.00
	\$38.16
	\$61.28
Total New Charges	\$99.44
Total Amount Due	\$99.44

Total Charges for Electricity

Supplier (Any Energy Company)		
Generation Svc Chrg**	588.000 kWh X \$0.064900	\$38.16
Subtotal Supply		\$38.16
Delivery (Distribution Rate: 001)		
Transmission	588.00 kWh X .026550	\$15.61
Distribution Customer Service Charge		\$19.25
Distribution Charge per kWh	588.00 kWh X .033260	\$19.56
CTA Charge per kWh	588.00 kWh X .000410	-\$0.24
FMCC Delivery Charge	588.00 kWh X .001690	\$0.99
Comb Public Benefit Charge*	588.00 kWh X .010390	\$6.11
Subtotal Delivery		\$61.28
Total Cost of Electricity		\$99.44

Explanation of your charges

* The Combined Public Benefits Charge represents a combination of three charges formerly known as: Conservation and Load Mgmt Charge, Renewable Energy Investment Charge, and System Benefits Charge. This charge also includes the Conservation Adjustment Mechanism approved by the Public Utilities Regulatory Authority in Docket No. 13-11-14.

**Effective January 1, 2007, the Generation Services Charge (GSC) and the Bypassable Federally Mandated Congestion Charge (BFMCC) have been combined into the "GSC Charge" listed in the Supplier Services section of your bill. The GSC reflects all of the cost of procuring energy from Eversource wholesale suppliers. The BFMCC portion of this line item is \$0.0003/kWh. If you multiply this BFMCC rate by the number of kWhs on your bill, you can calculate the dollar amount associated with the BFMCC.