



Solar*Rewards® Program Rules and Requirements

The following is a list of Solar*Rewards Program rules and requirements for all applications. Any application that does not meet these requirements is subject to cancellation without refund of the application deposit.

A. Licenses

- ☐ Each installer/developer may use up to and no more than five licenses to access the Solar*Rewards application portal in Salesforce.
- ☐ Simultaneously using a license/login as another individual is strictly prohibited.

B. Application Deposit and Reservation

- ☐ An application is submitted for capacity allocation when the "Save & Continue" button is selected on the "Start" tab.
- ☐ Applications are reviewed in the order they are submitted, and organized by ascending OID number.
- ☐ Applications that are submitted after the monthly/quarterly capacity has been reached will be cancelled.
- ☐ Application deposits are required to be postmarked within seven business days of application creation. If the application deposit is not postmarked within seven business days of application creation, the application will be cancelled.

C. Contacts

- ☐ Account number must be entered without any leading zeroes and should include only the numbers between the dashes (i.e. 53-**12345**-0)
- ☐ Changes to the address, account number, premise number and/or customer name on an application are not allowed once "Save & Continue" has been selected.
- ☐ Changes to the installer or developer field(s) on an application are not allowed once "Save & Continue" has been selected.

D. New Construction

- ☐ A permanent account and permanent premise number must be used when creating an application.
- ☐ Proof of square footage, from the county assessor or builder, must be uploaded at the "Documents and Payments" stage in order to review system size (the 120% rule).

E. System Details

- ☐ Estimated array capacity listed on the "Start" tab must be entered correctly at the time of application submission.
- ☐ Array and inverter information must be entered correctly, prior to selecting "Save & Continue," and must match the information provided in the one-line diagram and site plan. Failing to provide accurate information may result in delays or application cancellation.

- ☐ Systems cannot produce more than 120% of a customer's historical annual consumption, per Colorado statute (the "120% rule"). Applications will be initially evaluated in regards to this rule at the time of application submission, and will continue to be evaluated throughout the contract term. If a system size changes, the 120% rule will be reevaluated prior to the order and installation of solar meters.
- ☐ After a REC incentive has been set for an application, system size may change by +/- 10% without penalty. If a system changes by more than +/- 10%, the application will be cancelled and the application deposit will be forfeited to the RESA.

F. Engineering Guidelines

- ☐ Xcel Energy strongly discourages installing equipment (panels, inverters, etc.) on the home, prior to receiving Xcel Energy meter engineering approval and area engineering approval (if applicable). This rule has been put in place to ensure the safety of interconnectivity and to avoid potential costs.
- ☐ Transformer upgrades: In instances where a proposed PV system rating is greater than the service entrance or distribution capacity of an area, a transformer upgrade may be necessary. If a customer wishes to install a PV system necessitating a transformer upgrade, the customer must provide a written request to Xcel Energy. Xcel Energy will determine if the request can be granted, and if granted, the customer will be responsible for all costs associated with increasing the service entrance and/or distribution system capacity. [Please reference PV Tariff Sheet 93 for additional details.](#)
- ☐ NABCEP forms must show minimum entry level certification. Please reference [NABCEP Guidelines – CO Statute Site](#) for additional details.

G. Payment Choices

- ☐ The main account holder may make a one-time choice for a Solar Bank Election as detailed in the Reservation Letter. If the account holder chooses to waive this choice, they will default to a year-end payout ("Waive Decision").
- ☐ Monthly REC payments will be sent via check payment to the owner of the system. REC payments cannot be assigned to an alternate recipient or be applied as a bill credit.

H. Application Term

- ☐ Applications are valid for 365 days from the date the REC incentive is set. If an application does not reach the meter installation stage within 365 days and an extension has not been requested, the application will be automatically cancelled and the application deposit will be forfeited to the RESA.
- ☐ Sixty day extension requests may be submitted by any applicant facing extenuating circumstances, including, but not limited to, inclement weather, acts of God and/or jurisdictional permitting delays.
- ☐ Sixty day extension requests may be submitted after receiving engineering review and at least two weeks prior to the application close date. Additional extension requests past 60 days will not be granted.