

FORM A1**APPLICATION FORM**
(FOR GRID CONNECTED ROOFTOP SOLAR (RTS) POWER PLANT)Please affix recent
Passport sized
Photograph of
applicant with
signature partly on
the photograph
and on the form**A) CONSUMER'S REFERENCE**

1. Consumer ID No.																				
2. Category of consumer																				

B) APPLICANT'S DETAILS [Please TICK (✓) the OPTION wherever applicable]

3. Sector of Usability:																																		
<input type="radio"/> Residential					<input type="radio"/> Institutional					<input type="radio"/> Social Sectors					<input type="radio"/> Others (Please Specify)																			
4. Name of Applicant																																		
5. Address for Correspondence																																		
PIN										Mobile / Landline No.																								
Email ID																																		
6. Does the applicant have electricity connection in his/firm's name (If Yes, attach recent electricity bill)																		<input type="radio"/> Yes		<input type="radio"/> No														
7. Sanctioned load					KW					10. Existing supply					<input type="radio"/> Single Phase					<input type="radio"/> Three Phase														
8. Contract demand					KVA					12. Voltage of Supply					<input type="radio"/> 230 V					<input type="radio"/> 440 V					<input type="radio"/> 11 KV					<input type="radio"/> 33 KV				
13. Type of existing Metering Device																																		
<input type="radio"/> Single phase 2 wire whole current static LT meter										<input type="radio"/> 3 phase 4 wire Static Tri-vector LT Meter																								
<input type="radio"/> 3 phase 4 wire CT Operated Tri-vector Meter										<input type="radio"/> HT Meter																								
9. Existing Metering arrangement for electricity payment															<input type="radio"/> Prepaid					<input type="radio"/> Post-paid														
10. Has the consumer any arrear dues to be cleared															<input type="radio"/> Yes					<input type="radio"/> No														

C) PROPOSED PROJECT DETAILS [Please TICK (✓) the OPTION wherever applicable]

11. Whether the applicant applied under subsidy scheme															<input type="radio"/> Yes					<input type="radio"/> No									
12. If so, mention the mode of subsidy scheme															<input type="radio"/> CAPEX					<input type="radio"/> RESCO									
13. Name of Gram Panchayat/ Municipality/ Corporation etc. of the Site																													
14. Ward/Building/Apartment Name and No.																													
15. If non-domestic, specify type of establishment (School/Health/Institution/University/Community Centre/ Welfare Home/Old Age Home/Trust/NGO/Training Institute/Industrial Estate/Other (Please Specify))																													
16. Shadow free area available for installation of solar panel in Sq. Meters																													
17. Whether the establishment is registered under Society Registration Act & Indian Trust Act (if yes, attach supporting document)															<input type="radio"/> Yes					<input type="radio"/> No									
18. Type of Building					<input type="radio"/> Assam Type					<input type="radio"/> Multi-storeyed Building					<input type="radio"/> Apartment														
					<input type="radio"/> Others (Please specify)																								
19. Ownership of Building					<input type="radio"/> Yes					<input type="radio"/> No					24. If not, whether consent letter furnished					<input type="radio"/> Yes					<input type="radio"/> No				
20. Proposed capacity of Solar Rooftop (SRT) PV Power Plant in Kilowatt peak (kWp)																													
21. Amount paid as Application & Processing fee (Rs.)															IPO/ DD no. & date/ Receipt No. & Date														
22. Amount paid as Registration fee (Rs.)															IPO / DD no. & date / Receipt No. & Date														

D) SUBSIDY CONTENTS:

23. Whether the applicant wish to avail MNRE/any other subsidy															<input type="radio"/> Yes					<input type="radio"/> No				
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24. Name of Vendor/Agency opted for	
25. Registration No. of Vendor with APDCL (as applicable)	
26. Name of the Project Implementing Agency	

E) SUBMISSION OF DOCUMENTS:

27. Proof of payment against up-to-date Electricity Bill (<i>with self-attested copy</i>)	<input type="radio"/> Yes <input type="radio"/> No
28. Proof of registration under Societies Registration Act, 1860/Indian Trust Act/Relevant State Acts applicable for Institutional/Social sector applicants. (Not applicable for Individual Consumer)	<input type="radio"/> Yes <input type="radio"/> No
29. Consent letter from the authority of proposed Rooftop plant area (Housing Society etc.)	<input type="radio"/> Yes <input type="radio"/> No
30. Identity Proof of Applicant	<input type="radio"/> Yes <input type="radio"/> No

Certified that:

1. The above stated information are true to the best of my knowledge.
2. The support structure can safely withstand the weight of the proposed SPV system.
3. I agree to convert my pre-paid connection to post-paid connection, at the time of synchronization of solar rooftop system with the APDCL's grid (Applicable for pre-paid consumers only)

Place:

Signature of applicant

Date:

Name:

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Your application bearing no _____ date _____ for the installation of roof-top solar power plant has been received

Signature

(Authorized Signatory of APDCL)
Seal

General Terms and Conditions:

1. The rooftop / terrace must have easy access and have a minimum of 10 sq. meter shadow free area (preferably south facing to the Sun).
2. Application once registered for a consumer is not transferable.
3. APDCL shall not be responsible for any legal disputes between the Applicant, RTS system installer, RESCO or any other entity arising out of the contract.
4. The Applicant shall enter into an Agreement with APDCL, in accordance with the applicable AERC Regulations.
5. The Applicant shall ensure easy access of the premise for the authorized officials of APDCL for carrying out inspection, metering and other necessary checks.

6. The tariff for injecting surplus energy to the grid will be as per the applicable AERC Regulations;
7. The minimum and maximum capacity of the proposed RTS plant shall be 1 kW and 1000 kW respectively as per relevant regulations and guidelines or otherwise as per amendments thereon.

Instructions for filling up the Application:

1. The Application Formats can be downloaded from APDCL website [www.apdcl.org.](http://www.apdcl.org/) / www.rodalee.com
2. The Application Formats need to be filled legibly in English **BLOCK** Letters with one character in its block wherever applicable.
3. Individual applicant should affix a recent colored photograph to be followed by signature on it such that portion of the signature is on the photograph as well as on the form.
4. The Applicant should ensure that the details filled in particulars should match with his / her respective up-to-date electricity bill.
5. The prepaid consumer shall have to convert his / her prepaid connection to postpaid connection before installation of the RTS plant in his / her premises.
6. All outstanding dues against electricity bill shall have to be cleared at the time of submitting application.
7. The minimum aggregate solar plant capacity shall be 1 kWp only which shall have to be equal to or more than 80% of the connected load. The maximum allowable Solar Photovoltaic (SPV) plant capacity to be installed is 1000 kWp. These limits shall be in accordance with the applicable AERC Regulations, as amended from time to time.
8. The owner of the multistoried apartment of any Housing Society may also apply but the consent letter from the appropriate authority of the respective Housing Society shall have to be furnished.
9. The applicant shall mention the Name & Registration No of the vendors (solar power generator, SPG) engaged directly for execution of work.
10. The applicant should mention the name of the Project Implementing Agency (viz. APDCL, AEDA, SECI etc.)
11. The filled-in Application Format with prescribed fees along with the necessary documents shall be submitted to the respective Electrical Sub-Divisional office of APDCL.
12. The payable fees/charges can be deposited as Demand Draft / or by cash / IPO in favour of CEO/DGM, (concerned) Electrical Circle, APDCL as follows:

Sl. No.	Cost of Bi-directional Export-Import Meter	Registration fee	Processing fee
1.	LT Single phase two wire 5-30 Amps whole current static Net Meter with LCD display & Accuracy Class 1.0: Rs. 3,310/-	Upto 2 kWp of applied SPV system : Rs. Nil	Upto 5 kWp of applied SPV system : Rs. 100/-

2.	Static Three phase four wire direct connection Tri Vector Net Energy Meter: Rs. 7,200/-	Above 2 kWp of applied SPV system : Rs. 20/-	Above 5 KW and up 20 kWp of applied SPV system : Rs. 300/-
3.	Static three phase four wire CT operated Tri Vector Net Energy Meter: Rs. 10,306/-		Above 20 KW of applied SPV system : Rs. 25/- per kWp subjected to maximum of Rs. 10,000/-
4	HT Net Energy Meter: Rs. 8,643/-		

13. The RTS power plant with installed capacity of 500 KVA and beyond shall be inspected by the Electrical Inspectorate, Government of Assam for issuance of safety clearance certificate.
14. In case the Applicant is proposing to set up the RTS system on a roof not owned by him/her, he/she shall also submit the agreement / supporting the leasing right of the proposed roof from its owner.