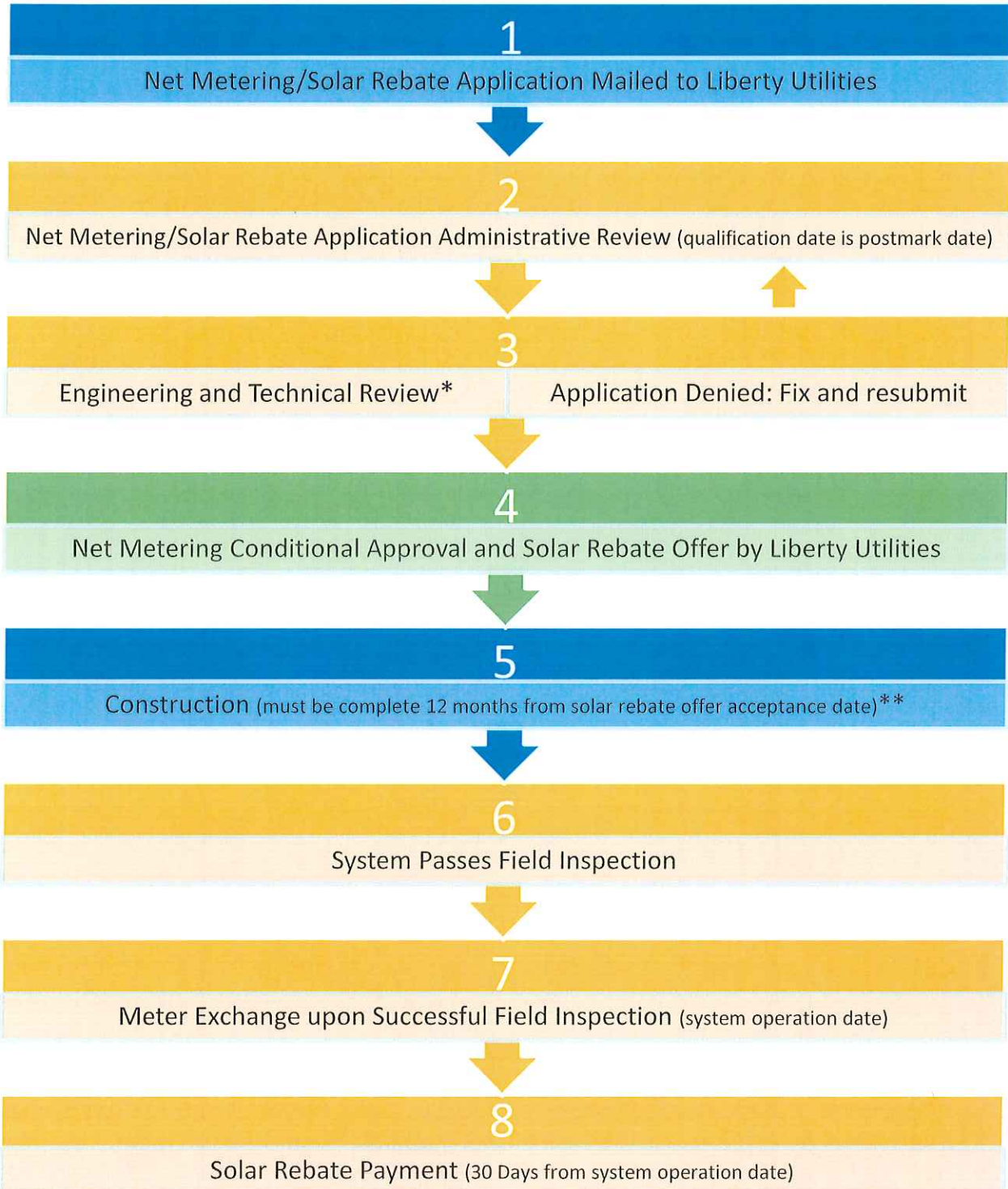




## Solar Rebate Process New Net Metering Customer



■ Customer Action     
 ■ Liberty Action     
 ■ Rebate Determination Point

\*Systems with 10kW or less are reviewed in 30 days or less from the net metering application receipt date.  
 Systems over 10kW are reviewed in 90 days or less from the net metering application receipt date.

\*\*Customer may request a six month extension – must show substantial progress toward completion.



1. Net metering and solar rebate applications mailed to Liberty Utilities.
2. Net metering/solar rebate application administrative review commences, which designates the solar rebate qualification date.
3. Following administrative approval, the application proceeds to engineering and technical review. If the application is denied, customer will have an opportunity to correct and resubmit the initial application within 5 days of notice of denial without losing their place in the solar rebate offer queue.
4. Upon administrative and engineering approval of the net metering application, Liberty Utilities will e-mail a letter of conditional approval accepting the net metering application and extending a solar rebate offer, if funds are available. This will be considered the solar rebate offer acceptance date unless the customer notifies Liberty Utilities within one week that the offer is not accepted.
5. Customers have twelve months from the solar rebate offer acceptance date to complete construction. An additional six months may be made available if the customer can prove significant progress toward completion.
6. When construction is complete, customer will request a field inspection from Liberty Utilities by responding to the email notification sent in step 4. Liberty will contact customer to schedule a field inspection within 15 days unless customer and Liberty Utilities mutually agree otherwise.
7. Liberty Utilities will perform the meter exchange at the completion of a successful field inspection. The meter exchange date is the "System Operational Date" which is the day the solar rebate payment begins processing. This is also the final approval of the net metering application.
8. Solar rebate payments will be paid on a first come, first served basis determined by the application date, and will be paid within 30 days from the System Operational Date.