



Australian Government

Department of the Environment and Water Resources  
Australian Greenhouse Office

## **Renewable Remote Power Generation Programme Residential and medium-scale Rebate application form**

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Applicants should keep all invoices for items on which a rebate is being claimed. Copies must be provided with *Rebate applications* and must clearly show what equipment and services the invoices are for and that amounts have been paid.

Renewable generation systems must be installed in accordance with relevant Australian and International Standards and the provisions of electricity regulations and any other relevant regulations. For the addition of components to an existing system, the existing system must be safe. Any wiring or electrical installation incorporated within the facilities served by a power system must also be safe.

Electrical work involving voltages in excess of 50V AC or 115V DC must be carried out by a Licensed Electrical Contractor. The contractor must complete a *Notice of Completion* or similar certification and send it to the relevant authority. A copy of the *Notice of Completion* or similar certification must also accompany this application.

Extra low voltage electrical work (below 50V AC or 115V DC) must be carried out by a person holding installation accreditation from the Business Council for Sustainable Energy or by an appropriately experienced Licensed Electrical Contractor. If the installer does not have these qualifications, they must be directly supervised by a Business Council for Sustainable Energy accredited installer.

If the system design has changed since the *Pre-purchase application*, the designer must complete Part C (Questions 5 and 6) of this application. In addition, if there are changes to the system components used and/or costs, the supplier must complete Part B of this application.

The system supplier must provide the applicant with an *Operation Manual*, as detailed in the *Programme guidelines*, and must advise the applicant on how to operate the system correctly.

Your system may be inspected by an electrical inspector or representatives of the Australian Government or its agents either before or after payment of any rebate. Facilities powered by the system may also be inspected by an electrical inspector or representatives of the Australian Government or its agents.

Please include all necessary attachments with your completed *Rebate application*, as indicated in Question 11, including photographs clearly showing all major pieces of equipment on which a rebate is sought.

The rebate payment will be made to the applicant unless they specify and sign that the rebate be paid to the supplier.

**Completed *Rebate applications* and any questions should be directed to the administrator, details available from [www.resourcesmart.vic.gov.au/rebates](http://www.resourcesmart.vic.gov.au/rebates) or by phoning 1300 137 880.**

Please send the completed form to:  
Renewable Remote Power Generation Programme  
Sustainability Victoria  
Level 28, Urban Workshop  
50 Lonsdale Street  
Melbourne VIC 3000

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## Part A – To be completed by applicant

### 1 Applicant information

Name

**Note:** This must be the same applicant as specified in the Pre-purchase application. The applicant must be the land owner for private households or the legal entity name for businesses and other organisations.

#### Contact person

Name

Position

Phone number

Fax number (optional)

Email address (optional)

Postal address

State

Postcode

Site address/location where renewable generation system installed

Site postcode

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### 2 Payment details – all payments will be made to the applicant, unless the applicant specifies and signs below that the rebate is to be paid to the supplier (optional)

I  authorise that the rebate be paid to the supplier

(print name)

Signed

Date

**OR** please provide your bank account details

Name of bank account

Bank name

Bank branch

BSB number

Account number

**OR** a name for the posted rebate cheque

Name for rebate cheque

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### 3 Installed system details

Installation and commissioning date

Electrical load meter reading at commissioning date

kWh

Are there any significant differences between the system as specified in the *Pre-purchase application* and the system that has actually been installed?

No  > Go to Part D

Yes  > Briefly describe below the differences and the reasons for the changes and then get the relevant person(s) to complete Parts B and C

**Note:** Differences could include different equipment, services or costs.

## Part B – To be completed in conjunction with the system supplier

### 4 New system details (only required if the system components or costs have changed)

Component	Manufacturer	Model	Size	Quantity	Total cost (GST excl)
<b>Renewable generation equipment</b>					
<b>Sub-total (GST excl)</b>					
<b>Essential enabling equipment (inverter, batteries etc.)</b>					
<b>Sub-total (GST excl)</b>					
<b>Other essential expenditure (installation, freight etc.)</b>					
<b>Sub-total (GST excl)</b>					
<b>Total cost of eligible new equipment (GST excl)</b>					
<b>Non-eligible expenditure (installation and cost of fossil fuel genset, fossil fuel tanks, etc.)</b>					
<b>Sub-total (GST excl)</b>					
<b>Total new stand-alone power system cost (GST exclusive)</b>					
<b>GST</b>					
<b>Total new stand-alone power system cost (GST inclusive)</b>					

## Part C – To be completed in conjunction with the system designer

### 5 Renewable generation contribution

*(only required if the system components or costs have changed)*

Annual average renewable energy output and contribution to meeting load	kWh/year		
	Existing equipment	New equipment	Total
Solar array			
Wind turbine			
Other renewable generation			
Total			
Net renewable generation <i>(after considering battery, inverter and other losses plus any dumped energy)</i>			

**Estimated fossil fuel displaced by new equipment**  per year  
*e.g. diesel litres per year, or for a Mini-grid connected system only specify the predominant fuel source.*

### 6 System designer certification *(complete only if the system design has changed)*

*As the designer of the system or upgrade, I agree that:*

- The system is designed in accordance with relevant Australian Standards, the provisions of electricity regulations and any other relevant regulations.*
- The system is appropriate for the given operating environment.*
- The system is designed to meet the applicant's estimated electrical load.*
- The details of the system as described in Question 4 are correct.*
- Estimates of renewable generation contribution as set out in Question 5 are realistic and can be justified.*
- I have explained the design and its expected performance to the applicant.*

**Signed**

Date  /  /

Name *(please print)*

Position



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## 8 System supplier certification

As an authorised representative of the organisation that supplied the system or upgrade, I agree that:

- The details of the system as described in Question 6 of the original Pre-purchase application, or as described in Question 4 of this application (if there have been changes to the system), accurately depict the system or equipment that has been supplied.
- Where there have been changes to the system, all system components not specified in the original Pre-purchase application are new and not second hand, meet relevant Australian and International Standards and the provisions of electricity regulations, are appropriate for the given operating environment and have appropriate warranties.
- The applicant has been advised of how to properly operate and maintain the system and an Operation Manual for the system has been provided.

**Signed**

Date

Name (please print)

Position

Phone number

Company name

Postal address

  

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## 9 System installer certification

As the installer of the system or upgrade, I agree that:

- The system has been installed in accordance with relevant Australian and International Standards and the provisions of the Electricity Regulations and any other relevant regulations.
- For installations involving voltages in excess of 50V AC or 115V DC a Notice of Completion has been completed and provided to the relevant agency and a copy has been provided to the applicant, or the installation did not involve voltages in excess of 50V AC or 115V DC.

**Signed**

Date

Name (please print)

Phone number

Company name

Postal address

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## Part E – To be completed by applicant

### 10 Layout of installed system

Please provide a diagram or rough map showing the physical layout of the installed system (not a wiring diagram) showing the approximate location of major system components in relation to facilities served by the system, any other nearby buildings and structures and any existing power system components.

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### 11 Application checklist

Use this checklist to ensure that your *Rebate application* is complete before submitting it.

Incomplete *Rebate applications* will not proceed through the approval process until all requested information is received.

All applicable questions in this application have been completed

Copies of all invoices or receipts, clearly marked paid and date paid, are attached

If the installation of the system involved voltages in excess of 50V AC or 115V DC, a copy of the *Notice of Completion* or similar certification is attached

A copy of the *Operation Manual* (including system electrical connection diagram, major component warranties, system shutdown and maintenance procedures) has been provided with the system

Photographs are attached clearly showing (where appropriate):

- all renewable generation equipment and support structures;
- buildings used to house power system equipment;
- inverters, battery chargers, charge controllers, and metering equipment;
- battery bank, trays, warning signs, stands and lockable enclosures;
- switchboards and any other major pieces of equipment;
- facilities served by the renewable generation system

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## 12 Applicant's certification

*In receiving a rebate under the Renewable Remote Power Generation Programme – Residential and medium-scale, I agree that that:*

- *The system has been installed as described in Question 6 of the original Pre-purchase application, or as described in Question 4 of this application (if there have been changes to the system).*
- *I have been provided with an Operation Manual for the system.*
- *All the equipment on which a rebate is sought is new and has been paid for.*
- *The system may be inspected by an Electrical Inspector or by representatives from the Australian Government and its agents.*
- *All the equipment on which a rebate is sought will remain at the specified location for at least five years following installation (with the exception of components that have reached the end of their life) and I agree to repay the rebate for equipment that is inappropriately removed from the specified location within five years of the installation.*
- *I will abide by the terms and conditions of programme, as outlined in the Programme guidelines, including completing a simple annual report on the performance of the system for a five-year period following installation.*
- *Neither the Australian Government nor its agents accept any liability in respect of any claim or cause of action arising out of, or in relation to the renewable generation system or equipment that is the subject of this application, and I will indemnify the Australian Government and its agents for any claim or liability arising out of or in relation to the renewable generation system or equipment that is the subject of this Rebate application.*
- *May the Australian Government use the attached photos of the installed system in relevant publications?*  
No   
Yes  > *On the condition that neither the applicant nor the location of the system are identified in the publication*  
Yes  > *On the condition that the following acknowledgement is included (e.g. photo provided by Mr and Mrs Smith, the owners of Remote Station):*

**Signed**

Date

/ /

Name (please print)

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**About the information you give**

Personal information is protected by law.

**Why we need the information**

The information we ask for in your *Pre-purchase application* and *Rebate application* is required to assess your eligibility for a rebate under the Australian Government's Renewable Remote Power Generation Programme.

**Sharing the information with others**

Information contained in the *Pre-purchase application* and *Rebate application* may be provided to another agency or body. These agencies or bodies include:

- the Business Council for Sustainable Energy;
- various state or local government authorities to verify your eligibility for rebate and administer the programme;
- other organisations in special circumstances where Commonwealth legislation allows or requires, or where you give permission.

**Your right to privacy**

As a Commonwealth agency, the Australian Greenhouse Office, Department of the Environment and Water Resources, is bound by the *Privacy Act 1988*. This Act obliges the Department to protect you from unwanted or unnecessary intrusion into your private life and to follow certain standards in requesting and managing the information we receive.

**Your responsibility**

Deliberately giving false or misleading information is a serious offence.

**Administrator use only**

Application number	<input type="text"/>	Assessment Ok?	<input type="text"/>
Date received	<input type="text" value="/ /"/>	Date assessed	<input type="text" value="/ /"/>
Date all information received	<input type="text" value="/ /"/>	Rebate amount	<input type="text" value="\$"/>
Assessed by	<input type="text"/>	Checked by	<input type="text"/>
Date rebate paid/posted	<input type="text" value="/ /"/>		