

REGISTRATION AND APPLICATION FORM FOR SETTING UP OF GRID CONNECTED SOLAR ROOFTOP POWER PLANT

Sr. No.	Details to be provided by the Beneficiary/Applicant	Description
1.	Name of the beneficiary/ applicant	
2.	Complete address of the beneficiary with Pin Code (Mandatory)	
3.	Aadhar Number of the beneficiary (Mandatory)	
4.	Telephone Number/Mobile Number (Mandatory)	
5.	Email Address	
6.	Shadow free area available on roof/ground (in Sq mtrs)	
7.	Whether the area is true South facing or not	
8.	Longitude/Latitude of the place (Mandatory)	
9.	Proposed capacity of Solar Power Plant to be installed (in kWp)	
10.	Letter No and date of sanction for setting up Solar Rooftop plant by HPSEBL	
11.	Type of H.P.S.E.B.L. Consumer: Domestic/Commercial/Industrial/Other	
12.	Amount of beneficiary share given to the firm apart from MNRE Central Financial Assistance	
13.	Bank Details: a) Name of account holder b) Name of Bank c) Account No. d) Name of Branch e) IFSC details	
14.	Certified that no subsidy has been claimed by me on this Grid Connected Rooftop Solar Plant from any other Agency and neither will claim in the future.	

Signature of Beneficiary
(Complete Name)

**PROJECT COMPLETION REPORT FOR INSTALLATION OF GRID CONNECTED
ROOFTOP SOLAR PLANT**

Sr. No.	Details to be provided by the Beneficiary/Firm	Description
1.	Name of the beneficiary/ applicant	
2.	Complete address of the beneficiary with Pin Code (Mandatory)	
3.	Capacity of the Grid connected Rooftop Solar Plant	
4.	Name of the firm who has installed the Grid connected Rooftop Solar Plant	
5.	Date of installation of the Rooftop Solar Plant	
6.	Make of PCU	
7.	Capacity of PCU (in kW)	
8.	Serial Number of PCU	
9.	Make of Module	
10.	Capacity of each Module (in Watt)	
11.	Serial Number of Modules	

Certified that the Grid connected Rooftop Solar Plant of _____ kWp capacity has been installed and handed over to the beneficiary on dated_____. The installation has been done as per the specifications and nothing is due from the firm. Proper earthing and lightning protections have been provided to the Rooftop Solar Plant as per IEC 62305 standards. The firm has imparted training regarding the operation and maintenance of the Grid connected Rooftop Solar Plant. The warranty of the Grid connected Rooftop Solar Plant is of five years and the firm shall maintain the system during this period. Proper water proofing of the roof has been done or in case of RCC slab proper grouting has been done and there is no damage to the roof/slab. The Grid connected Rooftop Solar Plant is working satisfactorily.

Certified by:

Beneficiary

(Name)

Representative of firm

(With Seal)

P.O. HIMURJA

(With Seal)

CERTIFICATE FROM PROJECT OFFICER

- (i) All the systems have actually been installed as per MNRE standards / specifications / approval with minimum requirements and they have been inspected after their installation.
- (ii) The system has been entered in record register at page No. _____
- (ii) Five years performance guarantee has been provided for satisfactory performance for all the systems by the firm.
- (iii) All the above systems have been inspected by us and the beneficiaries are satisfied with their performance.

**Signature of Project Officer
With seal**

DOCUMENTS TO BE SUBMITTED BY THE FIRM DURING CLAIMING OF SUBSIDY

1. Application format of HIMURJA
2. Consent of H.P.S.E.B.L.
3. Joint Completion Report.
4. Annexure A- Details of subsidy.
5. Bill of the System.
6. Five year warranty Certificate.
7. Warranty Certificate for SPV Modules that they will exhibit nominal power of 90% performance at the end of 12 years and 80% performance at the end on 25 years.
8. Copy of energy bill of the beneficiary.
9. Photograph of the Grid connected Rooftop Solar Plant.
10. Photograph of the beneficiary.
11. In case of Trust/Society- Copy of the Registration and certificate from Chartered Accountant that the Society/Trust is Non Profit making.
12. PCU Make and Capacity in kW.
13. Module make and Capacity in Watts
14. Certificate from the vendor that the Solar Plant will be able to withstand a wind speed of 170 km/h.

Data Required in Pen Drive to be Uploaded on SPIN Portal of MNRE, GOI

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| 1. Joint Inspection Report | pdf file of size 1 Mb |
| 2. Photograph of the installed Plant | jpg file of size 2 Mb |
| 3. Photo of the Beneficiary | jpg file of size 200 kb |
| 4. ID Proof (Aadhar) | pdf file of size 200 kb |
| 5. Energy Bill | pdf file of size 1 Mb |
| 6. Module capacity with Wattage and Serial Number of all Modules installed at site | pdf file of size 1 Mb |

BILL OF MATERIAL OF GRID CONNECTED SOLAR ROOFTOP POWER PLANT

1. SPV Module
2. Inverter
3. Structure
4. Cables
5. Earthing
6. Lightning Arrester
7. D.C. Distribution Board
8. Any other item which is essential for the successful installation of the RTS Plant