

**EXHIBIT B**

RHODE ISLAND COMMERCE CORPORATION  
GRANT PAYMENT REQUEST FORM

**Grant #:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Grantee's Name:** \_\_\_\_\_

**Project Name:** \_\_\_\_\_

TOTAL THE CORPORATION FUNDING AWARD

\$ \_\_\_\_\_

TOTAL FUNDING ADVANCED TO DATE \$ \_\_\_\_\_

BALANCE OF UNADVANCED FUNDS (TOTAL GRANT LESS PREVIOUS GRANT ADVANCES) \$ \_\_\_\_\_

CURRENT PAYMENT REQUEST (#1) \$ \_\_\_\_\_

UNADVANCED FUNDS REMAINING (BRING THIS AMOUNT FORWARD ON YOUR NEXT REQUEST) \$ \_\_\_\_\_

WORK COMPLETED FOR THIS REQUEST:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Grantee represents, covenants, and warrants that the approvals for each Project have been obtained and maintained; that all site preparation and work completed to date in connection with each Project has been performed in accordance with said laws, regulations, permits and codes; and that each Project will comply with any and all laws, regulations, permits, and codes which affect or regulate each Project.

Grantee represents and warrants that all monies previously advanced under the Grant have been used to fully discharge all claims for labor done, and material and service previously furnished in connection with each Project.

**GRANTEE'S SIGNATURE:**

\_\_\_\_\_

## EXHIBIT C

| <b>Solar Project Completion Form</b>  |  |
|---|--|
| Fill out this form completely. Incomplete or missing data may result in a delay of grant payment. |  |
| Grant Number  |  |
| Applicant   |  |
| Project Site Name   |  |
| Renewable Energy Company (Developer)  |  |
| System Size at Application (DC)   |  |
| System Size at Completion (DC)  |  |
| Total Commerce RI Grant Award for this project  |  |
| Adjusted Grant Amount (if change order) for this project  |  |
| Total Grant Amount requested for this customer  |  |
| Awarded Date (effective date of award letter)   |  |
| Energy Storage System (Y/N)   |  |
| Shade Report Tool/Software used (Aurora, Helioscope, SunEye, Pathfinder)                          |  |
| Weighted Average TSRF   |  |
| Number of Separate Arrays   |  |
| Number of Modules per Array (comma separated)   |  |
| Facility Street Address (Street, City, State, Zip Code)   |  |
| Final Module Manufacturer and Wattage   |  |
| Inverter Manufacturer and Model Number  |  |
| Notes:  |  |

**By signing below, the Developer/Installer and Applicant certify the following:**

1. Installer confirms that the information included in this form is accurate and correct.
2. The System Owner has incurred costs by the Installer after the award date for an amount equal to or greater than the grant.
3. Installer confirms that all required permits have been acquired and approved by the local wiring and/or building inspector.
4. Installer confirms that all work performed has been completed in accordance with all plans associated with this project and in accordance with all applicable laws, regulations, permits, and codes which govern or regulate each Project.
5. Installer confirms that all work conducted at the System Owner project site is free of all mechanic's, materialmen's, and other liens.

\_\_\_\_\_  
Applicant Printed Name

\_\_\_\_\_  
Signature of Applicant (system owner)

\_\_\_\_\_  
Developer/Installer Printed Name

\_\_\_\_\_  
Signature of Developer/Installer

| <b>Change Order Information</b>  |  |
|--|--|
| <b>Fill out only if the systems specifications, total project costs or other information has changed from the time of application and grant approval.</b>  |  |
| <i>Disclaimer: Under no circumstances will Commerce RI provide an adjusted grant that is more than the originally approved grant. Notwithstanding the foregoing, Commerce RI reserves the right, at its sole discretion, to rescind the grant or adjust the grant amount in a manner proportionate to the changes from the approved Application.</i> |  |
| <b>Panel Information</b>   |  |
| Manufacturer and Model Number  |  |
| Number of panels   |  |
| Has the module layout changed? (y/n)   |  |
| Has a new shade report been taken? (y/n)   |  |
| <b>Inverter Information</b>  |  |
| Manufacturer and Model Number  |  |
| Number of Inverters  |  |
| <b>Shade Information</b>   |  |
| Proof of Trimming or Obstruction removal included (y/n)  |  |
| As-Built Weighted Average TSRF   |  |
| <b>New Total Project Cost</b>  |  |
| <b>Applicant Mailing Address</b>   |  |
| Street, City, State and Zip Code   |  |
| System Owner email address   |  |
| System Owner phone number  |  |
| Notes:   |  |

**By signing below, the Developer/Installer and Applicant certify the following:**

1. Installer confirms that the information included in this form is accurate and correct.
2. The System Owner has incurred costs by the Installer after the award date for an amount equal to or greater than the grant.
3. Installer confirms that all required permits have been acquired and approved by the local wiring and/or building inspector.
4. Installer confirms that all work performed has been completed in accordance with all plans associated with this project and in accordance with all applicable laws, regulations, permits, and codes which govern or regulate each Project.
5. Installer confirms that all work conducted at the System Owner project site is free of all mechanic's, materialmen's, and other liens.

\_\_\_\_\_  
Applicant Printed Name

\_\_\_\_\_  
Signature of Applicant (system owner)

\_\_\_\_\_  
Developer/Installer Printed Name

\_\_\_\_\_  
Signature of Developer/Installer

## Attachment Checklist

Please include all of the documentation listed below with the Project Completion Form. Note that incomplete or missing documentation may delay the completion review process.

- Y Completed and Signed Project Completion Form include the Change Order Information Form (if applicable)
- Y Final “As-built” plan
- Y Interconnection authorization document from National Grid
- Y Certificate of Completion
- Y After photos of the installed array – this should include photos of the installed array and other installed components
- Y Building Permit/
- Y Electrical Permit/solar permit
- Y Warranty Documentation for panels and inverters
- Y New specification documentation for panels and/or inverter if Change Order Information Form is completed
- Y Self Inspection report
- Y Updated Shading Report if the project meets the following criteria:

If the first shade report (done at the design stage) used on-site measurement tools (SunEye or Pathfinder), please submit an as-built Shade Report.

If the first shade report (done at the design stage) used a desktop measurement tool (Aurora or Helioscope) you must submit an updated report if the panel configuration/placement changed.

If the installer used Aurora or Helioscope for their shade report, and obstructions seen in the LIDAR/Satellite images were removed and thus were not modeled in the report, the Installer will need to provide photo evidence that the obstructions were removed.

\*Please note that if the Aurora or Helioscope reports were conducted improperly or imprecisely, Cadmus may ask for an updated shade report.

This list is not designed to be comprehensive and Commerce RI reserves the right to request additional project documentation at their discretion. Once all completion documentation is assembled compile it into one (or more for size purposes) .pdf document and email it to [ref@commerceri.com](mailto:ref@commerceri.com) with the application number in the subject line of the email. Commerce RI reserves the right to inspect all projects. Upon receipt of a complete Project Completion form and back up documentation, and upon satisfactory completion of Commerce RI’s post-installation inspection process (if necessary), the grant payment will be made directly to the Applicant.



## Photography/Media Consent Form: OPTIONAL

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*(Print name)*

hereby grant permission to the Rhode Island Commerce Corporation (“Commerce RI”) to take and use photographs, video and audio recordings of my home and/or outbuildings and the renewable energy technology installed on my property, for use in promotional, educational or other materials located at:

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*(Address, city, state, zip code)*

Potential uses for these materials include, without limitation, broadcast media, websites, newsletters, magazine publications both online and print, and promotion of events by Commerce RI and Rhode Island state agencies, commissions and quasi-public corporations. If I have questions regarding this consent form or the potential uses of the photographs or other materials, I will contact the Renewable Energy Program Manager, at 401-278-9196.

I understand that Commerce RI will not provide any personal information, such as name and address information (i.e. street name and number), when using photographs of the property or other materials, unless additional permission in writing is obtained, but Commerce RI may indicate the municipality in which the buildings or technology are located.

I agree that the media may contact me to speak with me regarding the renewable energy technology installed on my property. I authorize the use of these materials indefinitely without compensation to me. All negatives, positives, prints, digital reproductions and video and audio recordings shall be the property of Commerce RI.

I understand that this consent may be withdrawn at any time, upon written notice to Commerce RI.

I represent that I own the property at the address listed below and have the right to grant this consent. I give this consent voluntarily.

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*(Signature of Property Owner)*

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*(Date)*