



Under the Renewable Energy (Electricity) Act 2000, the Commonwealth Government is encouraging the additional generation of electricity from renewable sources. Under the Act, the owners of small generation units are entitled to create Small-scale technology certificates (STCs). Alternatively they can assign the right to create STCs to GB Environmental Trading Pty Ltd Trading as Greenbank Environmental ABN 24 604 328 734.

**Owner Details and Postal Address**

First name: \_\_\_\_\_  
 Last name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Suburb: \_\_\_\_\_ Postcode: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_


**Installation Address**

Property name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Suburb: \_\_\_\_\_ Postcode: \_\_\_\_\_  
**GIS location in Digital Format (if available)**  
 Latitude: \_\_\_\_\_  
 Longitude: \_\_\_\_\_

**Business Customers only**

Company  Trust  Partnership  
 ABN: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
 Legal entity name / Trustee: \_\_\_\_\_ Trading name: \_\_\_\_\_

### New Solar system

<b>Are these panels installed on:</b> <input type="checkbox"/> a building/structure (ie house/shed) <input type="checkbox"/> ground mounted or freestanding	<b>Are you installing a complete unit?</b> (ie panels and a new inverter) <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Type of connection:</b> <input type="checkbox"/> Grid connect <input type="checkbox"/> Grid connect with battery <input type="checkbox"/> Standalone	<b>Are all inverters the same type?</b> (if no please provide details of other inverter/s) <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Please provide serial numbers in the way of:</b> <input type="checkbox"/> Barcodes or <input type="checkbox"/> Please see attached Record of Serial Numbers or <input type="checkbox"/> Serial Numbers provided in digital format (Word or Excel)
Number of panels: _____	Number of inverters: _____	Inverter AC Power: _____	 <b>We recommend you take photos of the serial numbers before installation.</b>	
Watts per panel: _____	Inverter brand: _____			
Panel brand: _____	Inverter series: _____			
Panel model: _____	Inverter model: _____			
Total capacity in KW: _____	Inverter serial number: _____			
<b>Property Type:</b> <input type="checkbox"/> Residential <input type="checkbox"/> School <input type="checkbox"/> Commercial	<b>Is the building/house:</b> <input type="checkbox"/> Single storey <input type="checkbox"/> Multi-storey	<b>Total STCs (if known):</b> _____		
		Installation Date: _____ / _____ / _____ <small>Date completely installed and capable of producing electricity. STC deeming period is based on the year of installation. (STCs must be registered within 12 months of installation)</small>		

### Old Solar system

<b>Have there ever been and/or are there existing Solar Panels?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>If more than one PVD system what is the location of the new system from the existing</b> <input type="checkbox"/> North <input type="checkbox"/> South <input type="checkbox"/> East <input type="checkbox"/> West	<b>Details of existing system/s</b> Number of panels: _____ Total capacity in KW: _____ Watts per panel: _____ Capacity of inverter: _____	<b>Is this replacing existing panels for Warranty, Insurance, or other reason?</b> (If no, extra documentation is required Please contact our office) <input type="checkbox"/> Yes <input type="checkbox"/> No
---	---	--	---

### Installation and mandatory declaration

- I hereby assign the right to create Small-scale technology certificates (STCs) for the above System to GB Environmental Trading Pty Ltd.
- I understand that the System is eligible for \_\_\_\_\_ STCs (if known) and, in exchange for assigning my right to create these STCs, GB Environmental Trading Pty Ltd will make payment to the person nominated in the payment details above (to calculate your STCs call 1300 GREENBANK or visit [www.green-bank.com.au](http://www.green-bank.com.au)).
- In exchange for assigning my right to create STCs for this system, I have/will receive a financial incentive by way of:  
 Price reduction  Payment from Greenbank  Free installation  Other: (describe below) \_\_\_\_\_
- By signing this assignment form I acknowledge that the accredited installer and/or supervisor mentioned in this assignment form, physically attended and installed/supervised the installation of my PV system.
- I have read and understand all the Terms and Conditions (T&C's) on the website at <http://www.green-bank.com.au/legal-notices> and am aware that penalties apply for providing misleading information under the Renewable Energy (Electricity) Act 2000.

**Important**

*Sign here*

Please sign within the box below. By signing this form I acknowledge the T&Cs\* available at [www.green-bank.com.au](http://www.green-bank.com.au)

<b>Owner authorised signatory</b> _____ Print name: _____ Position in company (Business customers only): _____ Date: _____ / _____ / _____ Signature <b>MUST NOT BE</b> dated prior to installation date	<b>Witness signature</b> _____ Print witness' name: _____ Date: _____ / _____ / _____ Witness must sign the same day as the authorized signatory
---	--

OFFICE USE    DATE \_\_\_\_\_    STCS# \_\_\_\_\_    PAID \_\_\_\_\_



# Show me the money!

## Who should we pay?

- Payment directed to the installer / supplier
- Monetary payment back to owner

Email (for remittance advice):

## Installer / Supplier

BSB: \_\_\_\_\_

Account number: \_\_\_\_\_

Account name: \_\_\_\_\_

(Account as registered with Greenbank)

## GST declaration

- Personal Use
- System owned by a business not registered for GST.
- System owned by a business that is registered for GST.

## Home / Business owner

BSB: \_\_\_\_\_

Account number: \_\_\_\_\_

Account name: \_\_\_\_\_

## Retailer information

Retailer name: \_\_\_\_\_ ABN: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

## Installation team

Installer:	Designer:	Electrician:
Accreditation number:	Accreditation number:	Licence number:
Address:	Address:	Address:
Postcode: Phone:	Postcode: Phone:	Postcode: Phone:

## CEC compulsory written statement

Owner's full name (mandatory field) \_\_\_\_\_

I, \_\_\_\_\_ was the accredited CEC installer that completed the SGU installation at the address noted in this assignment form. I have installed the system to meet the following requirements: the CEC Accreditation Code of Practice and am bound by their Code of Conduct; the Clean Energy Regulator's Guidelines including \$5M in Public Liability; and the following Australian Standards, where applicable.

### PV & Inverter Standards

AS/NZS 5033 **Installation of photovoltaic (PV) arrays**  
 AS/NZS 1170:2002, **Structural Design actions, Part 2: Wind Action (PV Array)**  
 AS/NZS 5033, **PV modules are compliant** and approved with the CEC  
 The **grid connect inverter used has been tested** to Standard AS 4777 and approved with the CEC

### Grid connected system

AS/NZS 3000:2007, **Wiring Rules AS 4777**, this installation complies to this standard  
 AS/NZS 1768:2007, **Lightning Protection**  
 AS 4777:2005 **Grid connection of energy systems via inverters**

### Standalone Systems

AS/NZS 4509:2009, **Standalone Power systems, Part 1: Safety & installation**  
 AS 4086.2:1997, **Secondary batteries for use with standalone power systems, Part 2: Installation & maintenance wind system**  
 AS/NZS 3000:2007, **Wiring Rules**

I verify that all applicable Australian Standards including federal, state and territory government requirements for this SGU installation have been met for a) the siting of the PV array; b) the attachment of the array to the building or structure; c) for the connection of the SGU system to the grid. The low voltage electrical wiring (works above 50VAC or 120VDC) was completed by a fully licenced electrician, with a valid licence in the state of installation. I declare that the above statements are true and understand that the provision of false or misleading information contravenes Section 24B of the Renewable Energy (Electricity) Act 2000. Failure to comply with the Act can result in penalties and prosecution where warranted.

CEC Installer signature (that attended the installations site)

\_\_\_\_\_  
 Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Print installer's name: \_\_\_\_\_

Please sign on or after the date of installation (Victorian installers must sign after ESV inspection)

CEC Designer signature (if different accredited person to the CEC Installer)

\_\_\_\_\_  
 Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Print designer's name: \_\_\_\_\_

## Privacy declaration

The Greenbank Privacy Policy is available on our website at [www.green-bank.com.au/privacy](http://www.green-bank.com.au/privacy) in accordance with the Privacy Act 1988 (Cth) and the Australian Privacy Principles. The policy includes information about how we collect and store your "personal information" as an "individual" as well as how you can complain about a breach of the APPs and how to make a complaint.

If you have any further questions, please visit [www.green-bank.com.au](http://www.green-bank.com.au) or call us directly on **1300 GREENBANK** (1300 473 362)

\*T&Cs available at our website

Handy checklist

### Please ensure you have completed the following before submitting your forms:

- Completed all fields on this form with payment information completed & signed
- Attached panel serial numbers
- Attached all invoices clearly describing the components used in this installation/purchase
- Attached the certificate of electrical compliance
- Attached a proof of Address (rates notice / utility bill)



**Post**  
 PO Box 224, Nunawading, VIC 3131



**Fax**  
 03 9877 4904



**Email**  
[dealers@green-bank.com.au](mailto:dealers@green-bank.com.au)  
 (Attachments no larger than 6MB)