



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	Installation Address	Business Owner Details
First name: _____ Last name: _____ Address: _____ Suburb: _____ Postcode: _____ Phone: _____ Email: _____	Property name: _____ Address: _____ Suburb: _____ Postcode: _____ GIS location in Digital Format (if available) Latitude: _____ Longitude: _____	Legal company name: _____ Who is Trustee/Partner: _____ Trading name: _____ ABN: - - -

New Solar system

Property Type: <input type="checkbox"/> Residential <input type="checkbox"/> School <input type="checkbox"/> Commercial	Is the building/house: <input type="checkbox"/> Single storey <input type="checkbox"/> Multi-storey	Total STCs (if known): 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>
Are these panels installed on: <input type="checkbox"/> a building/structure (ie house/shed) <input type="checkbox"/> ground mounted or freestanding	Are you installing a complete unit? (ie panels and a new inverter) <input type="checkbox"/> Yes <input type="checkbox"/> No	Type of connection: <input type="checkbox"/> Grid connect <input type="checkbox"/> Grid connect with battery <input type="checkbox"/> Standalone
Are all inverters the same type? (if no please provide details of other inverter/s) <input type="checkbox"/> Yes <input type="checkbox"/> No	Please provide serial numbers in the way of: <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: _____ Watts per panel: _____ Panel brand: _____ Panel model: _____ Number of batteries: _____ Battery brand: _____ Battery model: _____	Number of inverters: _____ Inverter AC Power: _____ Inverter brand: _____ Inverter series: _____ Inverter model: _____ Inverter serial number: _____ Total capacity in KW: _____	We recommend you take photos of the serial numbers before installation.
National metering identifier (NMI): _____	Retailer name: _____	Retailer ABN: - - -
	Is the battery system part of an aggregated control? <input type="checkbox"/> Yes <input type="checkbox"/> No	Has the installer changed default manufacturer setting of the battery storage system? <input type="checkbox"/> Yes <input type="checkbox"/> No

Old Solar system

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

Installation team

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

Who should we pay?

Payment directed to the installer / supplier
 Monetary payment back to owner
 Email (for remittance advice): _____

Payment details

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.

Account customers receive 3-5 business day payments, where possible next business day payment for true and correct forms. Account customers does not include monetary payment back to owner.

OFFICE USE	DATE	ID	STCS#	PAID
------------	------	----	-------	------

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: _____

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).
- 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 www.green-bank.com.au/legal-notices including RCTI where applicable 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

Owner authorised signatory

Print name: _____

Position in company (Business customers only): _____

Date: ____ / ____ / ____

Signature **MUST NOT BE** dated prior to installation date

Witness signature

Print witness' name: _____

Date: ____ / ____ / ____

Witness must sign the same day as the authorized signatory

Privacy declaration

The Greenbank Privacy Policy is available on our website at 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 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
(Attachments no larger than 6MB)