

<b>Property Owner(s) (the "Owner(s))":</b>	
<b>HRM Project Reference ID:</b>	<b>Property Address (the "Property")</b>
<b>Solar Contractor (the "Solar Contractor")</b>	
<b>Date of Executed Agreement</b>	<b>Date of Installation Completion (the "Date of Completion")</b>

I \_\_\_\_\_, an authorized representative of the Solar Contractor, hereby certify that installation and commissioning of the Solar Energy Equipment at the Property has been completed, as of the Date of Completion, in accordance with Invoice Number \_\_\_\_\_.

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(printed name/title)

I/ We, the Owner(s) of the Property hereby agree that the installation and commissioning of the Solar Energy Equipment at the Property has been completed as of the Date of Completion. I/We agree the Actual Cost, as defined in the Solar City Participant Agreement, is due and payable to the Solar Contractor and no amount in respect thereto is in dispute. I/We hereby irrevocably direct the Halifax Regional Municipality to release the Approved Payment to the Solar Contractor, and acknowledge that a local improvement charge in an amount equal to the Approved Payment will be affixed against the Property by the Halifax Regional Municipality.

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(printed name)

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(printed name)

In accordance with Section 485 of the Municipal Government Act (MGA), the personal information collected on this form will only be used by Halifax Regional Municipality staff and, if necessary, individuals under service contract with the municipality for purposes relating to the administration of the Solar City Program. If you have any questions about the collection and use of this personal information, please contact the municipality's Access and Privacy Office at 902-490-4390 or [accessandprivacy@halifax.ca](mailto:accessandprivacy@halifax.ca)

## Solar City Project Completion Report

Please provide a description of the work completed and a final cost summary:

Please indicate if there are any changes between the proposed and installed systems (equipment, costs, savings etc.):

If there are significant changes; please attach (if necessary):

- An updated RETScreen model and supporting calculations
- An updated copy of equipment Specification Sheets and Warranties

Please provide your system Data Monitoring and Access Information (logins and account access details) below:

- Web Energy Logger (WEL) server system login for solar hot water
- Inverter data login for solar photovoltaic

Other comments:

Please attach:

- Final solar contractor invoice (Installation and Equipment Summary)
- All applicable permits and proof of final inspections (Solar Permit, Electrical Permit)
- A screenshot to show that data sampling is set to 1 minute data sampling intervals