



Application to Include or Modify Solar Water Heater Models in the Register of solar water heaters

This application form is used to apply to have a solar water heater (including air-sourced heat pumps) added to the Register of solar water heaters.

The Office of the Renewable Energy Regulator (ORER) requests a formal amendment to the Register of solar water heaters approximately every 4 to 5 months. The process to amend the Register of solar water heaters typically takes four to five months to complete.

For further information on the legislative framework allowing for the creation of Renewable Energy Certificates for solar water heaters, please see the following documents:

- *Renewable Energy (Electricity) Act 2000*
- *Renewable Energy (Electricity) Regulations 2001 (as amended)*

For further information on the legislative framework and the application process, please see the solar water heater manufacturers' section of the ORER website (www.orer.gov.au).

Office use only: Date received
Date processed

Notes to Applicants

Before you Submit an Application

The ORER will not accept applications if:

- the application is incomplete or the declaration form is not signed;
- false, misleading or incorrect information is included in the application; or
- the application is not received by the lodgment date.

Application checklist.

In order to enable the fastest assessment possible, manufacturers must undertake the steps listed in Part A when submitting an application.

The ORER may request additional information to support your application. If requested, the additional information must be submitted within 5 business days in the format specified by the ORER.

Once the application has been lodged with the ORER there is no opportunity to:

- provide additional information, unless information is requested by the ORER; or
- request changes to the information submitted to the ORER.

If an application is found to contain incomplete or inaccurate information related to one or more particular model, the ORER may reject the entire application.

When providing information to the ORER, please note that under Part 11A of the *Renewable Energy (Electricity) Act 2000* (the Act), penalties apply for knowingly stating misleading information in connection with the Act or Regulations.

Completed applications should be marked 'Confidential' and delivered by courier or post to one of the following addresses:

Postal Address

Office of the Renewable Energy Regulator
GPO Box 621
CANBERRA ACT 2601

Physical Address

Office of the Renewable Energy Regulator
Level 5
5 Farrell Place
CANBERRA ACT 2600

Note: Late applications will not be accepted. Following an initial assessment, applications that are found to be incomplete will not be accepted and will be returned to the applicant. Applications that include minor errors will be returned for correction and resubmission. No new models may be added to the application process after the closing date.

PART A: CONTACT DETAILS AND CHECKLIST

Registered business name of company		
Trading name of company (if different)		
ACN:		ABN:
Registered Business Address		
	State:	Postcode:
Physical Address of Company (if different from Registered Business Address)		
	State:	Postcode:
Postal Address		
	State:	Postcode:

Contact details		
Primary contact	Name:	
	Position:	
	Phone:	Fax:
	Email:	Mobile:
Secondary contact	Name:	
	Position:	
	Phone:	Fax:
	Email:	Mobile:
Contact details of Chief Executive Officer or equivalent		
	Name:	
	Position Title:	
	Phone:	Fax:
	Email:	Mobile:

Please note: companies are responsible for updating their details supplied to the ORER, including the name of primary contacts or those persons authorised to act on the company's behalf.

SUBMISSION CHECKLIST

1. We have checked the ORER website, or contacted ORER to ensure that correct version of the ORER methodology has been used to determine REC values.	<input type="checkbox"/>
2. We have ensured that all systems listed in both Part C and any models listed in the current version of the Register of solar water heaters meet Amendment number 1 of Australian and New Zealand Standard 2712-2002 as in force on 30 September 2005 and I am aware that any systems not meeting AS/NZS 2712:2002/Amtd 1:2005 will be removed from Register of solar water heaters.	<input type="checkbox"/>
3. We have ensured that the model names listed in my Amendment number 1 of Australian and New Zealand Standard 2712-2002 as in force on 30 September 2005 certification are exactly the same as those used in our Part C: Spreadsheet – List of solar water heater models.	<input type="checkbox"/>
4. We have completed the contact details portion of Part A: Contact Details with each page initialled by the applicant.	<input type="checkbox"/>
5. We have completed a copy of Part C: Spreadsheet – List of solar water heater models with each page initialled by the applicant.	<input type="checkbox"/>
6. We have supplied paper and electronic copies of Part C with the application; and	<input type="checkbox"/>
7. We have supplied a copy of our Official licence schedule(s) issued by an Accredited Body that adheres to Amendment number 1 of Australian and New Zealand Standard 2712-2002 as in force on 30 September 2005 and includes each of our solar water heater models we would like to have listed or that remain listed in the Register of solar water heaters.	<input type="checkbox"/>

In order to meet the requirements of the audit phase of the listing process please ensure that you are able to supply the following information on demand;

1. electronic copies of all the TRNSYS .DCK files for models listed in part C of your submission	<input type="checkbox"/>
1. copies of collector test reports for the models you want to submit; and	<input type="checkbox"/>
2. We have ensured that we enough information to fill out the relevant product description sheet if necessary (available at http://www.orer.gov.au/forms/manufacturers.html#supporting) for all models listed in our application.	<input type="checkbox"/>

SERIAL NUMBER RANGE

All manufacturers are advised that in order to claim RECs their systems must have a serial number visible on the outside of the tank. Many number sequences have already been allocated and may not be available. In order to avoid duplication of serial number sequences, all manufacturers must list their intended serial number sequence in Part A of your application (i.e. from S00001 to S99999).

Manufacturer of storage tank:
Serial number range from:
Serial number range to:

PART B: DECLARATION

I certify that:

- as a representative of (Company Name)
I am authorised to complete and submit this statement on behalf of my company;
- the information contained in this form is a true and accurate representation of the facts;
- I have completed Part A of this application form including the submissions checklist;
- if I am a manufacturer not currently listed in the Register of solar water heaters and I have advised the ORER of my intended range of serial numbers; and
- records that demonstrate the accuracy of the statements made in this form have been retained and can be provided for each solar water heater model, in the format outlined in Attachment 1 of this application form, within 5 business days of receiving a request from the ORER.

I authorise the ORER to:

- access relevant test data and certification documentation, including if held by third parties, to verify information provided in this statement.

I acknowledge that:

- the ORER can seek to verify information provided under the *Renewable Energy (Electricity) Act 2000* or check compliance with the *Renewable Energy (Electricity) Act 2000* by consent or monitoring warrant. Authorised officers of the ORER can request or require that information be provided as part of this process;
- failure to provide information to an authorised officer when requested under monitoring warrant constitutes an offence with a maximum penalty of imprisonment for 6 months;
- knowingly providing false or misleading evidence or documents during an audit is an offence with a maximum penalty of imprisonment for 12 months;
- the *Renewable Energy (Electricity) Act 2000* imposes obligations with respect of the retention of records relating to this form (Section 160);
- in order to receive RECs I may have to add additional information to my current range of serial numbers; and
- this application may be in rejected in part, or entirely if the ORER determines that it is incomplete or contains false or misleading information.

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Signature Name Date

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Signature of Witness Name of Witness