



# AGREEMENT AND CUSTOMER AUTHORIZATION

## Net Billing Tariff (NBT) Interconnection for Solar and/or Wind Electric Generating Facilities of 30 Kilowatts or Less: with Energy Storage of 10 Kilowatts or Less, or Energy Storage with Power Control System Certification

**IMPORTANT NOTES:**

- Customers may not operate their Generating Facility while interconnected to the PG&E system until they receive written permission from PG&E.
- City and County of San Francisco ("CCSF") owned generating facilities seeking Schedule NEMCCSF or participants in the Demand Response Programs below are not eligible to participate in NBT.
  - o Scheduled Load Reduction Program (SLRP)
- Customers who participate in Direct Access and Community Choice Aggregation must contact their Energy Service Provider directly regarding their NBT program.

**Part I – Generating Facility Information and Responsible Parties**

**A. Customer and Generating Facility Information** (\*as it appears on the PG&E bill):

Standard Net Billing Tariff (NBT) Agreement Type:  Single Account  Multiple Aggregated Accounts

Note: Net Billing Tariff Aggregation (NBTA) is a program that allows customers with multiple meters to use the renewable energy generated at one meter to be credited against other meters that are located on parcel(s) that is/are contiguous or adjacent to the parcel that has the renewable generator.

Customer Sector (check only one):

<input checked="" type="checkbox"/> Residential	<input type="checkbox"/> Educational
<input type="checkbox"/> Commercial	<input type="checkbox"/> Military
<input type="checkbox"/> Industrial	<input type="checkbox"/> Other Government
<input type="checkbox"/> Non-Profit	

NAME	1111111111	1000000000
Account Holder Name* (Individual or Company)	Electric Service Agreement ID *	Meter Number*
123 MAIN STREET	STOCKTON	CA 95215
Service Address*	City*	State Zip*
5555555555	email@email.com	
Customer Phone Number	Email (if blank, Permission to Operate (PTO) letter will be mailed to mailing address on record)	

Is there an electric vehicle charging on site at the above service address?  Yes  No  
 If yes, please indicate how many electric vehicles \_\_\_\_\_

**B. Meter Access Issues** (if applicable, check all that apply and provide contact information to request access):

- Meter in building or behind locked gate     Unrestrained animal at meter or AC Disconnect Switch     Other:

Contact Name to Request Access (if access issues exist)	Contact Phone
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**C. Authorized Contact Information** (required if Customer is authorizing a third party to act on Customer's behalf):

COMPANY	NAME
Company Name	Contact Person
5555555555	email@email.com
Contact Phone Number	Email

**Please complete this agreement in its entirety**

† Information collected on this form is used in accordance with PG&E's Privacy Policy.  
 The Privacy Policy is available at [pge.com/privacy](http://pge.com/privacy).  
 Automated Document, Preliminary Statement, Part A.





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- By checking this box and signing this Agreement, I (Customer) authorize PG&E to release my PG&E Electric Account information to the Company above limited to kilowatt hour (kWh) usage, operational characteristics, and other information related to my Generating Facility application. Company is also authorized to submit an Interconnection Request and act on my behalf with regard to the interconnection and receive copies of this executed Interconnection Agreement and the Permission to Operate Letter when issued.

## Part II – NBT Generator System Size

### A. Interconnection Study and Requirements

This Agreement covers the installed Generating Facility nameplate listed in the associated Interconnection Request.

The interconnection study will use the nameplate to determine if Interconnection Facilities or Distribution or Network Upgrades are required and the responsible party for the associated costs. If upgrades are required, this will increase the time it will take for PG&E to approve your interconnection.

In order for PG&E to approve your system, you will need to provide (1) this signed Agreement, (2) **a valid Interconnection Request**, and (3) a copy of the final signed jurisdiction approval (building permit) for your project.

The Generating Facility should be sized such that its total annual output in kWh is primarily used to offset the customer's own annual electrical requirements. The NBT Customer is allowed to oversize their Generating Facility by executing the NBT Oversized Generating Facility Attestation in Part IV, section G.

Customers can obtain their usage data by following the instructions on [www.pge.com](http://www.pge.com) on the page titled "[Access, download, or share usage data.](#)"





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## B. Generator System Sizing

Please complete this section only if installing a new Solar or Wind system or modifying an existing Solar or Wind system. This section is not applicable if only adding energy storage to an existing previously interconnected Solar or Wind system.

The individual Solar CEC-AC KW and/or the Wind Turbine and/or Storage rating(s) calculated on the application cannot exceed 5% of the listed value(s) on this Agreement and Authorization.

Generator System Type:             Solar                             Wind                             Both

**Estimated Annual Production:**

	(1) New or additional solar CEC-AC rating <sup>A</sup>	5.154534 (kW) X 1,500 <sup>B</sup>	=	7731.801 (kWh)
	(1a) Existing solar CEC-AC rating <sup>A</sup> (if applicable)	0 (kW) X 1,500 <sup>B</sup>	=	0 (kWh)
AND/OR	(2) New or additional wind nameplate rating	0 (kW) X 2,190 <sup>C</sup>	=	0 (kWh)
AND/OR	(2a) Existing wind Nameplate rating (if applicable)	0 (kW) X 2,190 <sup>C</sup>	=	0 (kWh)
	(3) Total new or additional Energy Production	(1) + (2)	=	7731.801 (kWh)

**Estimated Annual Energy Usage:**

	(4) Recent annual usage	7266.2 (kWh) X 1.0	=	7266.2 (kWh)
OR (If 12 months usage not available)	(5) Building size	(sq ft) X 3.00 <sup>D</sup>	=	(kWh)
AND	(6) I plan to increase my annual usage (kWh) by		=	465.601 (kWh)
	(7) Total Energy Usage	(4 or 5) + (6)	=	7731.801 (kWh)

**Net Generation:**

	(8) New or additional Production – Usage	(3) – (7)	=	0.0 (kWh)*
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\*Positive number indicates that the system is estimated to generate more than the estimated usage. Please refer to NBT Tariff to read the provisions around Net Surplus Compensation (NSC).

**A Non-NBT Eligible Energy Storage System or an Energy Storage System with a Certified Power Control System (see Section R):**

Energy Storage Rating                                                      3.747                           kW

Does the energy storage system share an inverter with the NBT system?     Yes     No

<sup>A</sup> CEC-AC (kW) = California Energy Commission Alternating Current, refers to the inverter efficiency rating (Quantity of PV Modules x PTC Rating of PV Modules (in watts) x CEC Inverter Efficiency Rating)/1000. Note: if PTC is in kW use same formula but do not divide by 1000  
<sup>B</sup> 8,760 hrs/yr x 0.17123 solar capacity factor = 1,500  
<sup>C</sup> 8,760 hrs/yr x 0.25 wind capacity factor = 2,190  
<sup>D</sup> 2 watts/ sq ft x 1/1,000 watts x 8,760 hrs/yr x 0.17123 solar capacity factor = 3.00





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If not, please provide:

Energy Storage Inverter Rating \_\_\_\_\_ kW

## Part III – Rate Selection

**A. Current Rate:** Please identify your existing rate by reviewing your PG&E energy statement or by calling the phone number listed below.

**Otherwise Applicable Rate Schedule (OAS) for NBT Account:** Select one rate from the category applicable to you. All NBT customers must take service on a Time of Use rate schedule. There may be limitations on the TOU rates available to residential customers enrolling on the NBT. Please refer to the NBT for more detailed information. Please make sure the rate you select is applicable to the NBT. If you are currently on a rate that is no longer open to new customers and are opting to move to a different rate, by signing this Agreement and Customer Authorization you are acknowledging that you are leaving the current rate and will not be able to return to this rate in the future. Visit [www.pge.com/rateoptions](http://www.pge.com/rateoptions) or call 877-743-4112 for rate information.

Stay on existing rate

Requested new rate  ETOUC

## Part IV – Interconnection Agreement Provisions

### A. Applicability

This Agreement applies to Electric Schedule NBT Customer-Generators (Customer) who interconnect a solar and/or wind turbine electric Generating Facility, or a hybrid system of both, with an aggregate capacity of 30 kilowatts or less that is located on Customer's premises and that operates in parallel with PG&E's Distribution System.

### B. Permission to Operate

Customer may not operate their generator while interconnected to the PG&E system until receiving written permission from PG&E. Unauthorized Parallel Operation could result in injury to persons and/or damage to equipment and/or property for which the Customer may be liable.

### C. Safety

Customer shall meet all applicable safety and performance standards established by the National Electrical Code, the Institute of Electrical and Electronics Engineers, accredited testing laboratories such as Underwriters Laboratories and, where applicable, PG&E's Electric Rule 21, and other rules approved by the CPUC regarding safety and reliability. A Customer with a solar or wind-turbine electric generating system, or a hybrid system of both, that meets those standards and rules shall not be required to install additional controls, perform or pay for additional tests, or purchase additional liability insurance.

### D. Safe Operation of your Generating Facility

Notwithstanding any other provision of this Agreement, if at any time PG&E determines that the Customer's Facility, or its operation, may endanger (a) the public, (b) PG&E personnel, or (c) the safe and reliable operation of PG&E's

Please complete this agreement in its entirety

Automated Document, Preliminary Statement, Part A.





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electric system, PG&E shall have the right to disconnect the Facility from PG&E's system. Customer's Facility shall remain disconnected until such time as PG&E is satisfied that the unsafe condition(s) have been corrected.

## E. AC Disconnect Switch

PG&E recommends that a customer installing an inverter-based generator consider also installing an AC Disconnect Switch to facilitate maintenance of the Customer's equipment (i.e. inverter, PV arrays, etc.). If an AC Disconnect Switch is not installed, the revenue meter may be temporarily removed by PG&E due to an emergency or maintenance on PG&E's system to isolate the Customer's generator from the electric distribution system. Removal of the revenue meter will result in loss of electrical service to the Customer's facility or residence. AC Disconnect Switch requirements are available in PG&E's Greenbook [www.pge.com/greenbook](http://www.pge.com/greenbook).

## F. Rate

Customer has confirmed their otherwise applicable rate schedule (OAS) to establish how the Customer's monthly usage or net generation will be charged/credited when submitting this Agreement. Further Customer-initiated rate changes are governed in accordance with PG&E's Electric Rule 12.

## G. NBT Oversized Generating Facility Attestation

The total annual output of the Generating Facility should primarily be used to offset the customer's own annual electrical requirements (based on the customer's most recent 12 months of usage).

Customer is allowed to oversize their Generating Facility. To do so, Customer must check the box below indicating that they have read and attest to the four bullet points listed:

I (Customer) attest as follows:

- My Generating Facility is oversized to meet expected increased future electrical usage (i.e., increased usage resulting from an electric vehicle or other electrical appliances to support electrification);
- The Generating Facility's estimated annual production in kWh is no larger than: (a) 150 percent of my most recent 12 months of total usage; or (b) 150 percent of my estimated annual usage (for new construction and/or customers that do not yet have 12 months of usage only). **OR**, My electrical usage has recently increased and the Generating Facility's estimated annual production is no larger than 150 percent of my current electrical usage projected over 12 months.
- I expect to increase my electrical usage to correspond with the size of my Generating Facility within the next year (12 months after receiving Permission to Operate (PTO)).
- I understand that PG&E reserves the right to further validate that my Generating Facility is sized in accordance with the NBT.

## H. Prevailing Wage Disclosure

Pursuant to Public Utilities (PU) Code Section 769.2 and California Public Utilities Commission (CPUC or Commission) Decision 23-11-068, if the Customer's contractor is found to have willfully violated Section 769.2 of the PU Code by failing to pay its workers a prevailing wage, the Renewable Electrical Generating Facility (REGF) is ineligible to participate on a tariff developed pursuant to PU Code Sections 2827 or 2827.1. Upon notice of a determination of a willful violation of Section 769.2 by the Department of Industrial Relations or a court, PG&E shall transition the REGF (after the required 30/60-day notification)<sup>E</sup> to the Public Utility Regulatory Policies Act of 1978

<sup>E</sup> Pursuant to Decision 23-11-068, Customers with single generating account with no benefitting/aggregated account will get a 30-day notice. Customers with single generating account with benefitting/aggregated accounts will get a 60-day notice.





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(PURPA) compliant tariff. All the terms and conditions of this agreement will remain in effect except that the Customer will not receive billing under tariffs developed pursuant to 2827 or 2827.1, including but not limited to NBT.

The Customer has the right to choose an alternate applicable tariff before or after the transition. If the Customer does not choose another applicable tariff in advance of the next billing cycle, the billing will transition to the PURPA compliant tariff to avoid any delay in billing. Customer will remain on the PURPA compliant tariff (or other applicable tariff if available and chosen by the Customer) unless the willful wage violation is reversed or nullified by the determining body.

This provision does not apply to the following Customers that are being served by tariffs pursuant to PU Code 2827 and 2827.1:

- (1) Residential Renewable Electrical Generating Facilities (REGFs) that have a maximum generating capacity of 15 kilowatts or less of electricity.
- (2) Residential REGFs installed on a single-family home.
- (3) Public Work projects that are subject to Article 2 of Chapter 1 of Part 7 of Division 2 of the Labor Code.
- (4) REGFs that serve only a modular home, a modular home community, or multi-unit housing that has two or fewer stories.

## I. Limitation of Liability

PG&E's and Customer's (Individually Party or together Parties) liability to the other Party for any loss, cost, claim, injury, liability, or expense, including reasonable attorney's fees, relating to or arising from any act or omission in its performance of this Agreement, shall be limited to the amount of direct damage actually incurred. In no event shall either Party be liable to the other Party for any indirect, special, consequential, or punitive damages of any kind whatsoever.

## J. Governing Law

This Agreement shall be interpreted, governed, and construed under the laws of the State of California as if executed and to be performed wholly within the State of California.

## K. Governing Authority

This Agreement shall at all times be subject to such changes or modification by the CPUC as said Commission may, from time to time, direct in the exercise of its jurisdiction.

## L. Term of Agreement

This Agreement shall become effective as of the date of PG&E's issuance of the permission to operate letter after receipt of all applicable fees, required documents, and this completed Agreement. This Agreement shall continue in full force and effect until terminated by either Party providing 30-days prior written notice to the other Party, or when a new Customer takes service with PG&E operating this approved generating facility. This new Customer will be interconnected subject to the terms and conditions as set forth in Schedule NBT.

## M. Meter Access

The electric meter must be installed in a safe location easily accessible upon PG&E request.

## N. Stale Agreements

If this agreement is still pending one year from the date it is received by PG&E and Customer has not met all of the requirements, PG&E will close this application and Customer will be required to submit a new Agreement and Application should Customer wish to take service on Schedule NBT.





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## O. Rule 21 Certified/Non-Certified Interconnection Equipment

In order to promote the safety and reliability of the Customer's Generating Facility, the Customer certifies as a part of its request for NBT, that all major solar system components comply with Sections L.2-L.4 and Section L.7 of PG&E Electric Rule 21 (Rule 21).

## P. Warranties or Service Agreements

Applicant certifies as a part of its interconnection request for NBT that:

- (i) a warranty of at least 10 years has been provided on all equipment and on its installation, or
- (ii) a 10-year service warranty or executed "agreement" has been provided ensuring proper maintenance and continued system performance.

## Q. Smart Inverters

For Customer applications received on or after September 9, 2017, the Customer certifies that their inverter-based Generating Facilities fully comply with Section Hh of Rule 21, including configuration of protective settings and default settings, in accordance with the specifications therein.

Distribution Provider (PG&E) may require a field verification of the Customer's inverter. Customer further agrees to cooperate fully with any such request and make their inverter available to the Distribution Provider for such verification. Customer understands that in the event the inverter is not set in accordance with Section Hh of Rule 21, Customer will need to cease operation of generating facility until verification is confirmed by Distribution Provider.

Solar inverter models and firmware versions that comply with Rule 21 Section Hh can be found at <https://www.energy.ca.gov/programs-and-topics/topics/renewable-energy/solar-equipment-lists>.

Verification of compliance with such requirements shall be provided by the Customer upon request by PG&E in accordance with PG&E's Electric Rule 21.

An "existing inverter" is defined as an inverter that is a component of an existing Generating Facility that meets one or more of the following conditions:

- (a) it is already approved by PG&E for interconnection prior to September 9, 2017
- (b) the Customer has submitted the interconnection application prior to September 9, 2017,
- (c) the Customer provides evidence of having applied for an electrical permit for the Generating Facility installation that is dated prior to September 9, 2017 and submitted a complete interconnection application<sup>F</sup> no later than March 31, 2018, or
- (d) the Customer provides evidence of a final inspection clearance from the governmental authority having jurisdiction over the Generating Facility prior to September 9, 2017.

All "existing inverters" are not required to be Smart Inverters and are only subject to Section H of Rule 21. A Customer replacing an "existing inverter" certifies it is being replaced with either:

- (i) inverter equipment that complies with Section Hh of Rule 21, (encouraged); or
- (ii) a conventional inverter that is of the same size and equivalent ability to that of the inverter being replaced, as allowed in Rule 21 Section H.3.d.ii.

<sup>F</sup> A complete application consists all of the following without deficiencies:

1. A completed Interconnection Application including all supporting documents and required payments
2. A completed signed Interconnection Agreement
3. Evidence of the Customer final inspection clearance from the governmental authority having jurisdiction over the generating system.





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## R. Power Control System Certification

By signing below, customer confirms that Energy Storage operating with a Power Control System (PCS) has received UL 1741 CRD for PCS certification that will comply with either No Grid Charge or No Storage Export as defined in Schedule NBT.

## S. Building Code-Required Solar Installations

Customers who are required to add solar in accordance with building code (Title 24) requirements are not eligible to receive the additional export credit (ACC Plus). Customer acknowledges that information relating to building code-required solar installations collected in form 79-1151B-03 may impact eligibility for the additional export credits (ACC Plus).

## Part V – Signature

**IMPORTANT INFORMATION FOR CUSTOMERS – BE SURE TO READ THE FULLY POPULATED DOCUMENT BEFORE SIGNING – THIS IS A LEGALLY BINDING CONTRACT – READ IT CAREFULLY. THIS FORM MUST BE SIGNED BY THE EXISTING PG&E CUSTOMER LISTED IN PART I.**

Under Pacific Gas and Electric Company's (PG&E's) privacy policies, which can be found at [\[https://www.pge.com/en/privacy-center.html\]](https://www.pge.com/en/privacy-center.html), PG&E generally does not sell or disclose personal information about you, such as your name, address, phone number, or electric account and billing information, to third parties unless you expressly authorize us to do so. The purpose of this form is to allow you, the customer, to exercise your right to choose whether to disclose your personal electricity usage data and other personal information to a third party. Once you authorize a third party to access personal information about you, you are responsible for ensuring that the third party safeguards the personal information from further disclosure without your consent.

As a condition of interconnection, pursuant to California Public Utilities Commission (CPUC) Decisions 14-11-001, 20-08-001, 21-06-026, and 23-11-068, PG&E is required to provide certain data, including but not limited to confidential customer information, to the CPUC and its contractors, the California Department of Consumer Affairs Contractors State License Board, the California Department of Financial Protection & Innovation, and the California Department of Industrial Relations (the "State Entities").

By signing below, I declare under penalty of perjury under the laws of the State of California that:

- 1) The information provided in this Agreement is true and correct.
- 2) By completing the fields and checking the box in Part I Section C, I authorize the identified third party (Company) to receive my information and act on my behalf, which includes submitting or revising my Interconnection Application.
- 3) I authorize PG&E to release any and all information contained in this application, and addendum if applicable, for interconnection to the State Entities identified in this Part V without further notification or consent.
- 4) I have completed and reviewed Part II to determine if my system is sized to meet no more than my projected energy usage.
- 5) I understand that the NBT allows for oversizing, and I have completed and reviewed Part IV, section G, the NBT Oversized Generating Facility Attestation, if my Generating Facility is oversized.







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6) I have read in its entirety and agree to all the terms and conditions in this Interconnection Agreement and agree to comply with PG&E's Electric Rule 21.

FULL NAME

\_\_\_\_\_  
(Print Customer Name as it appears on the PG&E Bill)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print name and title of signee, applicable if customer is a Company)  
(e.g. John Doe, Manager)

3/27/2024

\_\_\_\_\_  
(Date)

Note: PG&E can request additional documentation to verify the authenticity of the externally signed Agreement and Customer Authorization.

To confirm project approval, the Customer should retain a copy of this signed agreement and a copy of the Permission to Operate (PTO) letter from PG&E authorizing the Customer to operate the Generating Facility after PG&E deems satisfactory compliance with all NBT requirements.



**Certificate Of Completion**

Envelope Id: A3F14FFD7D254A59977450B0D778722B	Status: Completed
Subject: Complete with DocuSign: Agreement and Authorization (unsigned).pdf	
BPS Account Number: 0	
Re-roof or Additional Adder Cost Included (Or N/A): 0	
Funding Source: NA	
Year 1 Production: 0	
Source Envelope:	
Document Pages: 9	Signatures: 1
Certificate Pages: 4	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	
Time Zone: (UTC-07:00) Mountain Time (US & Canada)	Location: DocuSign

**Record Tracking**

**Timestamp**

Status: Original	Holder: BPS	Sent: 3/27/2024 8:05:56 AM
3/27/2024 8:04:11 AM	docs@brightplanetsolar.com	Viewed: 3/27/2024 9:06:50 AM
		Signed: 3/27/2024 9:06:56 AM

**Signer Events**

**Signature**

Name  
 Security Level: Email, Account Authentication  
 (None)

Signature Adoption: Pre-selected Style  
 Using IP Address: 28.161.91.30

**Electronic Record and Signature Disclosure:**

Accepted: 3/27/2024 9:06:50 AM  
 ID: 2ab2c9c8-3ca1-4b3c-95c5-617eec2c5f64

**In Person Signer Events**

**Signature**

**Timestamp**

**Editor Delivery Events**

**Status**

**Timestamp**

**Agent Delivery Events**

**Status**

**Timestamp**

**Intermediary Delivery Events**

**Status**

**Timestamp**

**Certified Delivery Events**

**Status**

**Timestamp**

**Carbon Copy Events**

**Status**

**Timestamp**

**Witness Events**

**Signature**

**Timestamp**

**Notary Events**

**Signature**

**Timestamp**

**Envelope Summary Events**

**Status**

**Timestamps**

Envelope Sent	Hashed/Encrypted	3/27/2024 8:05:56 AM
Certified Delivered	Security Checked	3/27/2024 8:06:50 AM
Signing Complete	Security Checked	3/27/2024 9:06:56 AM
Completed	Security Checked	3/27/2024 9:06:56 AM

**Payment Events**

**Status**

**Timestamps**

**Electronic Record and Signature Disclosure**

## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, Bright Planet Solar (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through your DocuSign, Inc. (DocuSign) Express user account. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the "I agree" button at the bottom of this document.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. For such copies, as long as you are an authorized user of the DocuSign system you will have the ability to download and print any documents we send to you through your DocuSign user account for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign "Withdraw Consent" form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through your DocuSign user account all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

**How to contact Bright Planet Solar:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [stevan.petrofsky@gmail.com](mailto:stevan.petrofsky@gmail.com)

**To advise Bright Planet Solar of your new e-mail address**

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at [stevan.petrofsky@gmail.com](mailto:stevan.petrofsky@gmail.com) and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in DocuSign.

**To request paper copies from Bright Planet Solar**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to [stevan.petrofsky@gmail.com](mailto:stevan.petrofsky@gmail.com) and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

**To withdraw your consent with Bright Planet Solar**

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign account, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
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**Required hardware and software**

Operating Systems:	Windows2000 or WindowsXP
Browsers (for SENDERS):	Internet Explorer 6.0 or above
Browsers (for SIGNERS):	Internet Explorer 6.0, Mozilla FireFox 1.0, NetScape 7.2 (or above)
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\*\* These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

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