



How the Victorian Solar Panels (PV) Rebate works!

Note: All the following content has been printed from and with the permission of www.solar.vic.gov.au website and is up to date as of 1/3/19 – check the site for updates.

The application at the bottom of this document is an example of the rebate application form on the web – when you have collected all the required information please complete the application **on line** as this is a printed guide only.

The Victorian Government will help Victorian households cut their electricity bills through the Solar Homes Package.

Eligible households can claim a rebate up to \$2,225 on the cost of a solar PV system, or a \$1,000 rebate for the replacement of hot water systems with solar hot water. Households will only be eligible for one rebate under the Solar Homes package (i.e. a household that accesses a solar hot water rebate cannot claim a solar PV rebate).

Rebates are available for systems installed from 19 August 2018

Solar Panels (PV) Rebate

We are making solar panels more affordable than ever before. The package will provide a rebate on the cost of a solar PV system, up to a maximum of \$2,225.



Rebate* up to a
maximum of \$2,225



Typical households can **save**
\$890 per year on their bills

The rebate applies to all solar PV systems that meet [safety and quality standards](#) and that were installed on/or after 19 August 2018.

Solar power is safe and reliable and by generating your own solar power, you'll be reducing your electricity bills.

Households can only access **one** rebate type under the solar homes package (i.e. a household that accesses a Solar PV rebate cannot claim a solar hot water rebate and vice versa).

Important note:

*The timings below are indicative only and based on all the correct paperwork being included at the time the application was submitted.

Missing documents and incomplete information will result in processing times taking longer than usual.

How to apply - summary

You can apply for a solar PV rebate in 3 easy steps:

1

Apply for eligibility



Check you can meet the eligibility criteria & [apply for an eligibility number](#).

Timing: Please allow 2–3 weeks*

2

Install your system



[Install your solar system.](#)

Your system and installation need to be compliant to receive a rebate.

Timing: Generally, 2-3 months for your system to be installed.

3

Apply for a rebate



[Apply for a solar panels \(PV\) rebate.](#)

You will need your eligibility number and supporting documentation.

Timing: Please allow 3-4 weeks for processing*



We have received alerts that scammers have been targeting Victorian households.

Be alert to callers claiming to be from the Victorian Government or Solar Victoria requesting bank account details. We will never ask you to provide personal details such as banking information over the phone.

If you believe you are being contacted by a scammer or have been contacted by someone engaging in fraudulent or dishonest activities relating to solar rebates please [report to ScamWatch](#) and contact Solar Victoria on 1300 363 744. For more information on scams visit the [Consumer Affairs website](#).

1

Apply for eligibility



Step 1: Apply for eligibility

Solar Victoria is the only place you can go to confirm your eligibility. Your installer cannot confirm your eligibility.

You need to get an eligibility number from us before you can apply for a rebate.

To be eligible, you must be able to answer 'Yes' to the following questions and provide supporting documents as evidence that you meet the criteria:

- Do you have a combined taxable income of less than \$180,000 per annum? (based on the 2016/17 or 2017/18) tax assessment notices for the property owners as evidenced on the rates notice, or proof of pension income e.g. Centrelink payment summary
- Are you the owner-occupier of the property?
- Is the property valued at under \$3 million?
- I don't have solar PV on my property OR I am replacing my solar PV system that was installed before 1 November 2009*.

Please note that households are only eligible for **one** rebate under the Solar Homes Package (ie. a household that accesses a solar PV rebate cannot claim a solar hot water rebate and vice versa).

*Early adopters of solar PV, who meet all other eligibility criteria, are able to claim a rebate for a new or expanded system. An early adopter is defined as a solar system that was installed prior to the commencement of the Premium Feed-In Tariff (PFIT) on November 1, 2009. Your Distribution Network Service Provider can confirm that the date on which your solar PV system was connected to the grid was prior to the start of the PFIT. Other than for early adopters, the solar rebate cannot be used to expand an existing solar panel installation.

Supporting documents

To confirm your eligibility for a Solar Homes rebate you will need to provide us with some documentation to confirm that you meet the program criteria.

Before you apply make sure you have the following documents ready to support your application:

1. Council Rates and Valuation Notice

We require you to provide a Council Rates and Valuation Notice for the installation address.

The notice must:

- be issued in the last 12 months
- show the postal address to be the same as the installation address
- show the Capital Improved Value of the property (CIV)
- be addressed to the applicant (may show other owners also)

We accept Instalment Notices, but they must include the CIV, matching postal/installation address and property description.

We also accept Supplementary Rates Notices; however you must also provide proof of address in the form of a drivers licence or confirmation of Electoral roll enrolment at the installation address.

This can be searched on the Victorian Electoral Commission website: <https://enrolment.vec.vic.gov.au/>

Valuation, rates and charges notice
For period 1 July 2018 to 30 June 2019

Cardinia

Smith, A B & Smith, C D
32 Solar St SUBURBS VIC 3000

Description and location of property:
32 Solar Street
SUBURBS 3000
L000 P50000000 V00000
F000

Council rates and charges	Victorian Government charges	Waste charges	Annual total due
\$2,126.36	\$151.63	\$484.79	\$2,762.69

How your 2018-19 rates are calculated

Capital Improved Value (CIV)	\$736,000
rate in dollar	x \$9.002893
Council charges	= \$2,126.36
Victorian Government charges	= \$151.63
Waste charges	= \$484.79
- credit of = amounts	
Pensioner concession	
Annual total due	\$2,762.69

For more information on these charges, see the back page of this notice.

For printed notices, call 5030 0000 or visit www.cardinia.vic.gov.au

POST Billopay
Call 131 856 or visit www.billopay.com.au or visit an Australia Post store

FlexiPay
Flexipay (Direct Debit)
It's fast, it's easy, it's secure.
Set up regular payments to suit your budget at cardinia.vic.gov.au/flexipay

iBPAY
Use iBPAY to transfer funds from your bank account.

2. Proof of income

We require proof of income documentation **for each person named on the Rates Notice**

If there is more than one set of income documents provided, documents provided must be from the same financial year e.g. 2016-17 financial year or 2017-18 financial year.

For people who are working, we need:

- Australian Tax Office Notice of Assessment (NOA) confirming annual taxable income

For retirees receiving a pension, we need:

- Centrelink Payment Summary or Centrelink Income Summary showing dates, reference number and confirming pension income for financial years 2016/17 or 2017/18. This can be accessed via your MyGov account @ www.humanservices.gov.au/individuals/centrelink

For retirees receiving no pension, we need:

- Completed and signed Statutory Declarations stating that they are retired and have received no income for each house owner for the financial year 2017/18

For Veterans receiving a pension, we need:

- Department of Veteran Affairs payment summary showing dates and confirming pension income for financial years 2016/17 or 2017/18

For people who receive no taxable income, we need:

- Correspondence demonstrating the submission of non-lodgement advice with the Australian Tax Office (ATO) for the financial year 2017/18. The applicant can request this from the Australian Taxation Office @ <https://www.ato.gov.au/About-ATO/Contact-us/>.

Income Tax Assessment Act 1995 and Income Tax Assessment Act 1997
NOTICE OF ASSESSMENT
For the year ending 30 June 2018 (or substituted accounting period)

Your Taxable Income is \$4000.1
Tax on Taxable Income \$886.00
Medicare Levy \$100.00
PAYG Withholding Credits \$100.00
Tax Offsets and Other Credits \$100.00
Balance of this Assessment \$886.00
A refund cheque for this amount is being issued.

A	886.00	CDR
O	100.00	CDR
G	100.00	CDR
L	100.00	CDR

PLEASE SEE THE REVERSE FOR IMPORTANT INFORMATION ABOUT YOUR ASSESSMENT.

Income Year: 2017/18
Centrelink PAYG Payment Summary - Individual Non Business
Taxable: \$813.00
Tax withheld: \$0.00
Remote area allowance: \$0.00
Tax exempt: \$0.00

3. PV Solar Provider Statement

Your provider needs to fill in and sign your [Solar Provider Statement](#).

You must ensure that:

- all sections are completed by your provider
- all boxes are ticked 'yes'
- the statement has been signed by your provider
- you provide us with both pages of the Solar Provider Statement.

Solar Victoria
Solar Provider Statement
This form must be completed by the solar PV provider (installer or installer's sole proprietor) and provided to the applicant (primary homeowner) to submit as part of the application and eligibility check for a solar PV rebate. This form is a declaration that the solar PV provider will install a quality solar PV system for the applicant that meets the eligibility requirements of the solar PV rebate.

Solar provider details
Name of legal entity: _____
ABN: _____
Trading name (if different from above): _____
Street address 1: _____
Street address 2: _____
Suburb: _____
State: _____
Postcode: _____
Postal street address 1: _____
Postal street address 2: _____
Mobile: _____
Contact name: _____
Contact number (08): _____
Email address: _____

Solar provider statement
Is the provider a member of the Clean Energy Council (CEC) or an equivalent Australian organisation? Yes No
Is the provider a member of the Clean Energy Council (CEC) or an equivalent Australian organisation in the past 2 years? Yes No
Is the provider an installer that ensures safe work practices and full compliance with the Australian Standards for solar PV installation and safety requirements are met? Yes No
Is the provider an installer that ensures safe work practices and full compliance with the Australian Standards for solar PV installation and safety requirements are met? Yes No
Have all relevant Australian standards, codes and requirements been complied with? Yes No
Have all relevant Clean Energy Council approved products been installed? Yes No
Have all relevant Clean Energy Council approved products been installed? Yes No
Have all relevant Clean Energy Council approved products been installed? Yes No

Applicant details (primary home owner)
First name: _____
Last name: _____
Address (unit/flat): _____
Street address: _____
Suburb: _____
State: _____
Postcode: _____

Scan Watch
Home owners applying for a Solar Homes rebate are not required to provide home ownership or income details to their solar provider. If you are asked for this information, please report this activity to Consumer Affairs Victoria at www.consumer.vic.gov.au/contact-us or 1300 55 51 51.

Next steps

Once you have gathered all of the documentation required to apply for eligibility, you are ready to submit your application. Missing documents and incomplete information will result in delays when processing your application.



Step 2: *Install your system*

There is a lot to consider when you decide to install a Solar PV system.

The [Clean Energy Council](#) have a Solar PV buyers guide and [Consumer Affairs Victoria](#) provides helpful information on what to look out for. Their resources will provide you with guidance on installing Solar PV and questions you can ask your provider.

When selecting a solar provider you must ensure they will:

- install a Clean Energy Council (CEC) Approved Product
- use a CEC Accredited Installer
- provide you with a completed copy of the Solar Provider Statement certifying that they:
 - hold an unrestricted Class A Electrical Licence, registered with Energy Safe Victoria
 - have had no prosecutions registered with WorkSafe Victoria in the past three years (or with an equivalent authority in another Australian jurisdiction).

The Clean Energy Council also maintains a [Solar Retailer Code of Conduct](#). This Code of Conduct is voluntary, and aims to lift the bar higher than the minimum requirements set by government and regulators and improve professionalism in the solar industry by encouraging solar businesses to show their commitment to responsible sales and marketing activities and solar industry best practice. The Code is authorised by the ACCC. People using companies who've signed on to the code can be confident that they're working with a reputable retailer.

Feeding excess energy into the grid

Voltage issues may arise in some parts of the electricity network where there are a large number of rooftop solar connections. To help manage voltage levels in the area, the local distribution network service provider may limit export from additional connections.

Your local distribution network service provider should inform you if this is the case in your area. You can still apply for the rebate once your system has been installed and you provide all the required documents.



Step 3: *Apply for a rebate*

Thanks for being part of the solar revolution! You can apply for a Solar PV rebate if you have:

- An eligibility number from Solar Victoria. Visit our [eligibility information page](#) to find out if you meet the requirements
- Installed a solar PV system that meets [quality and safety standards](#) and

- Not already received a solar hot water rebate from us. Households are only eligible for one rebate under the Solar Homes Package.

To apply for a rebate, you need to complete the Rebate Application Form. You can access this form from the email Solar Victoria sent you confirming your eligibility number.

For your rebate application, you will need the documents below, so make sure you have them handy when submitting your application. Missing and incomplete documents will result in delays in the processing of your application.

Supporting documents

To complete your rebate application, you must provide us with the following documentation.

- ✓ Certificate of Electrical Safety
- ✓ PV Small-Scale Technology Certificate (STC) Assignment Form
- ✓ The Distributor's Solar Connection Form, Micro Embedded Generator Connection Form or Service Order Reference Number (obtained via the distributor or retailer)
- ✓ Electrical Work Request, CR Number, or similar evidence of notification to the distributor and retailer of the solar installation
- ✓ Tax Invoice / Receipt including total cost of system installation, any discounts and rebates applied (e.g. STCs), and the balance paid in full by you. If the balance is subject to a repayment plan provided by your Solar Provider please ensure this is documented in the receipt or additional documentation is provided.

The processing of your rebate application will take approximately 3-4 weeks from the date your rebate has been approved in the system. When your rebate has been approved, keep an eye out for an email confirming that your rebate has been processed via your nominated payment method.

Please note: Timeframes for processing are indicative only. Our team is working through rebate applications as quickly as possible and will be in touch as soon as your application has been reviewed and/or processed. If you have any general enquiries, please visit the [FAQ page](#)

This is the form you will need to complete *on the web* and submit once you have collected all the information – this example form is not active.

You must complete this form to confirm you meet the [eligibility criteria](#) for the Solar Homes Package Solar PV rebate. Please review the eligibility criteria and have the following required documentation ready prior to completing this form:

- Council Rates Notice from the last 12 months for the installation address.
- Australian Tax Office Notice of Assessment for the 2016-17 or 2017-18 financial year for all home owners of the installation address.
- Solar Provider Statement completed and signed by your Solar Provider.

We will accept scanned or photographed copies of all required documents. After submitting this form you will receive an initial email receipt. Our rebates team will assess your eligibility over the coming weeks and if you meet the eligibility criteria you will receive confirmation via email, that will include your Rebate Eligibility Number and next steps in the rebate process. Please note that receiving confirmation of eligibility is not an approval to receive a rebate.

If you experience difficulty using this online form please contact us on 1300 363 744

Applicant Details (Primary Home Owner)

First name*

Last name*

Installation Address

Street Address 1*

Street address 2

Suburb*

State*

Postcode*

Email*

Reconfirm email*

Phone number (Business Hours)*

Eligibility Requirements

Are you the owner of the property?*

Is the property where the installation will take place your primary place of residence?*

Is the capital improved value of the installation address less than \$3 million?*

Do you have a current Council Rates Notice from the last 12 months?*

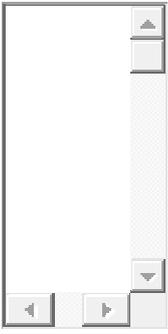
What is the total combined annual taxable income of the homeowner(s) named on the Council Rates Notice. Please select a range.*

Confirm number of homeowners named on the Council Rates Notice.*

Do you have evidence of the total combined taxable income of home owner(s) named on the Council Rates Notice? We will accept:

- Australian Tax Office Notice(s) of Assessment for the 2016-17 or 2017-18 financial year (preferred) OR
- Alternative proof of income for the 2016-17 or 2017-18 financial year. For example, proof of pension received. *

If you are unable to provide a Notice of Assessment, alternative proof of taxable income or if your financial circumstances have changed please provide explanation here.



Solar Provider

Solar Provider name*

Upload the Solar Provider Statement which has been completed and signed by your Solar Provider for this installation. (Max. file size 5MB)*

Application Declaration

I declare that:

- The information I have given is correct.
- Giving false or misleading information is an offence.
- I need to inform Solar Victoria of any changes to the information in this form as soon as the change occurs.
- I have read and accept the [Privacy Statement](#)
- I have read and understood the [Terms and Conditions](#)

Tick to accept the declaration above.*

Solar Victor

I am not a robot. Please slide this lock.

Locked