



Value of Distributed Energy Resources ("VDER" or "Value Stack") Statewide Solar For All ("S-SFA")

Procedural Requirements

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Effective December 1, 2024

S-SFA Procedural Requirements

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1. INTRODUCTION

On July 17, 2015, the New York State Public Service Commission (“PSC” or “Commission”) issued the Order Establishing a Community Distributed Generation Program and Making Other Findings (the “Order”), in Case 15-E-0082 under which the policies, requirements and conditions for implementing Community Net Metering were established. (Community Net Metering is referred to as Community Distributed Generation (“CDG”) in all communications.)

Subsequently, on March 9, 2017, the Commission issued its Order on Net Energy Metering Transition, Phase One of Value of Distributed Energy Resources, and Related Matters in Case 15-E-0751 (“Value of Distributed Energy Resource Order” or “VDER Order”) in which the policies, requirements, and conditions for Community Distributed Generation (“CDG”) were updated to reflect a transition away from net metering.

On October 19, 2017, the Commission issued its Order Establishing Oversight Framework and Uniform Business Practices for Distributed Energy Resource Suppliers in Case 15-M-0180 which establishes Uniform Business Practices (“UBP- DERS”) for oversight of distributed energy resources suppliers (“DERS” or “DER suppliers”) and a more specific and detailed set of provisions for CDG providers.

On September 12, 2018, the Commission issued its Order on Value Stack Eligibility Expansion and Other Matters (“Expansion Order”), which enabled more generator technology types to be CDG Hosts.

On December 12, 2019, the Public Service Commission (“PSC”) issued its Order Regarding Consolidated Billing for Community Distributed Generation in Case 19-M-0463 (“Net Crediting Order”) which established the policies, requirements, and conditions to implement Net Crediting.

On May 19, 2023, the New York State Department of Public Service Staff filed a proposal for a Statewide Solar for All (S-SFA) program in Cases 14-M-0224 and 19-E-0735 (“S-SFA Proposal”). On May 16, 2024, the Commission issued the Order Approving Statewide Solar with Modifications (“S-SFA Order”), establishing policies, requirements and conditions for New York’s S-SFA program with benefits targeted to disadvantaged community customers participating in a NY electric utility Energy Assistance Program (EAP).

Under the S-SFA Program, a participating photovoltaic and/or energy storage project’s Value Stack compensation for the project’s excess generation in a billing period is split into three portions: (1) a customer share to benefit disadvantaged community EAP utility electricity customers; (2) a Utility Administrative Fee; and (3) a project share to be paid directly to the project.

The project share is based on the project’s compensation level. The Compensation Level accepted by a project would remain with the project for 25 years, consistent with the VDER compensation



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term. The S-SFA Order directed NYSEERDA to establish Compensation levels and to file schedules for each S-SFA program year on or before November 1, beginning November 1, 2024. The S-SFA program year runs annually from December 1st through November 30th of the next year, with the first program year commencing December 1, 2024.

The Administrative fee portion is one percent of the project's monthly Value Stack compensation. The customer share is the remaining amount after the project share and administrative portion is subtracted from the project's monthly Value Stack compensation. The customer share is aggregated into a customer credit pool to be allocated as S-SFA credits on future electric bills of participating customers. Any unused administrative fees will be allocated to the customer share.

The S-SFA Order authorized a one-time election process whereby a project that has not received utility Permission to Operate (PTO) awarded the Community Adder, Community Credit, Market Transition Credit, and or ICSA prior to March 1, 2025, can elect to enroll in S-SFA by March 31, 2025. Projects awarded a CA, CC, or MTC prior to March 1, 2025, will be allowed to retain this incentive for S-SFA participating purposes; however, projects awarded an ICSA will be required to give up their ICSA award upon enrolling in S-SFA.

Beginning December 1, 2024, the Companies will offer the S-SFA Program as an option to an eligible project that is filing for interconnection or has received a one-time election authorization, within NYSEG's or RG&E's service territory, subject to the eligibility requirements set forth herein.

This procedural document ("Procedure") will set forth definitions, responsibilities, and establish the processes necessary for projects to be eligible and participate in S-SFA. Sections two through five lay out responsibilities, procedures, and guidelines for S-SFA projects with Value Stack Compensation and NYSEG or RG&E ("Parties").

This Procedure may change from time to time based on experience, system enhancements, or subsequent PSC orders, including adoption or modification of the Uniform Business Practices¹. In the event of any inconsistency between the rate schedule(s) or any PSC order of the above-mentioned requirements and this plan, the rate schedule(s) and PSC orders will govern. In the event of conflict between this Procedure, the S-SFA Participation Agreement, and the Tariffs, such conflict will be resolved in the following order of preference: (a) the Tariffs; (b) the S-SFA Participation Agreement; and (c) this Procedure.

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2. DEFINITIONS

Excess Generation: The electricity net export net hourly injections supplied by the S-SFA project to NYSEG or RG&E during the billing period.

S-SFA Compensation level: A specified percentage of a project's total Value Stack compensation for its monthly excess generation paid to the project.

S-SFA Program Year: December 1st to November 30th of the following year.

S-SFA Project: A non-residential NYSEG or RG&E customer that owns or operates electric photovoltaic and/or energy storage generating equipment eligible for Value Stack Compensation for net energy produced by its generating equipment in accordance with NYSEG P.S.C. No. 120 or RG&E P.S.C. No. 19 electing and meeting all requirements to participate in the S-SFA Program.

S-SFA Project Payment: The monthly payment from NYSEG or RG&E, separate from the S-SFA project's retail electric bill, to the S-SFA project equal to the project's monthly value stack compensation times the project's compensation level.

Utility Administrative Fee: The amount NYSEG or RG&E will retain from the S-SFA Project's Value Stack Compensation to cover implementation and administration of the S-SFA Program, as approved by the Commission. The rate used to calculate the Utility Administrative fee is specified in NYSEG and RG&E's Tariffs. The initial rate approved by the Commission is one percent and may be updated by NYSEG or RG&E from time to time.

Value Stack Compensation: the compensation of Excess Generation from the S-SFA Project pursuant to the Value of Distributed Energy Resources ("VDER") section of NYSEG P.S.C. No. 120 or RG&E P.S.C No. 19.



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3. S-SFA PROJECT ELIGIBILITY PROVISIONS

- A. Participating projects must be registered with the Commission in accordance with the UBPD-DERs and conform to the requirements of all relevant Commission orders.
- B. The S-SFA project is a non-residential customer who owns or operates electric photovoltaic and/or energy storage generating equipment eligible for VDER compensation as described in NYSEG Tariff P.S.C. No. 120 40.B.1 or RG&E Tariff P.S.C. No. 19 26.B.1. for the net energy produced by its generating equipment, electing and meeting all requirements to participate in the S-SFA program.
- C. For the purposes of S-SFA participation, a paired S-SFA photovoltaic-storage project is defined as one whose nameplate capacity (in kilowatts of alternating current) for the photovoltaic component is 10% or greater than that of the energy storage component or has a solar project that has received NY-Sun funding.
- D. Parties must meet all terms and conditions of this Procedure, which may be amended or superseded from time to time.
- E. Parties must meet the requirements of the PSC that are adopted pursuant to its Orders, issued in Case 21-E-0629, 19-E-0735, 14-M-0224, Case 15-E-0082, Case 15-M-0180, Case 15-E-0751, and Case 19-M-0463.
- F. Parties have effectuated NYSEG or RG&E S-SFA Participation agreement.

4. S-SFA PROGRAM PROVISIONS

The S-SFA Project Host shall:

- A. Comply with all requirements of the Public Service Commission and with the Companies' electricity rate schedule, NYSEG P.S.C. No. 119, and NYSEG P.S.C. No. 120, and RG&E P.S.C. No. 19 which may be amended from time to time.
- B. Operate in compliance with the standards and requirements set forth in the New York State Standardized Interconnection Requirements ("SIR").
- C. Be a non-residential customer with a Photovoltaic and/or Energy Storage Generation Facility as described in NYSEG Tariff P.S.C. No. 120 40.B.1 or RG&E Tariff P.S.C. No. 19 26.B.1.

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- D. Provide advance notice to NYSEG or RG&E for changes to previously provided documentation, such as ownership transfers, or a change in agents or contacts, etc.

5. S-SFA PROCESS and RESPONSIBILITIES

All S-SFA project inquiries related to the administration and/or billing of the S-SFA project shall be directed to NYSEG.RGE.SSFA@nyseg.com.

The Parties shall be responsible for complying with all the following processes and associated customer care activities:

A. Distributed Generation Enrollment Process

1. Complete and submit the Standard Interconnection Requirements document to NYSEG or RG&E via distributedgenerationadmin@avangrid.com. Elect S-SFA on Distributed Generation Application.
2. After applying for Distributed Generation, the applicant will receive a project file number.
3. After receiving approval from NYSEG or RG&E and meeting all requirements related to the interconnection of the facility, the applicant shall be notified of their effective interconnection date via a final installation letter.

B. S-SFA Project Enrollment Process

1. The project requests S-SFA enrollment by filling out and signing the S-SFA Participation Agreement, Appendix A, and submitting via email to NYSEG.RGE.SSFA@nyseg.com. A signed agreement must be received for each Project to be enrolled in the S-SFA Program.
2. The project must also complete Appendix B, the S-SFA Request Form and submit via email to NYSEG.RGE.SSFA@nyseg.com. On this form the project must provide information such as project name, developer & applicable agent names, service and mailing addresses, email contacts, capacity details, generation type, storage information, and financial assistance.

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3. NYSEG or RG&E will email the S-SFA project the required forms required to support payments, after a S-SFA project request is received. The S-SFA project must complete and submit to NYSEG.RGE.SSFA@nyseg.com the following documents required to issue payments to the S-SFA project.
 - Appendix C (W9 Form)
 - Appendix D (Vendor Creation Modification Form)
 - Appendix E (ACH Authorization Form) plus a voided check or banking information on either bank signed letterhead or vendor signed letterhead per requirements in Appendix E.
 - Business Classification Form

NOTE: NYSEG and RG&E will not split payments between the owner and any other agent of the project. NYSEG and RG&E can only establish one ACH account per project, per vendor, per tax identification number, regardless of the business purpose.

4. As applicable, the S-SFA project must complete and submit an agent of authorization form, Appendix F, to NYSEG.RGE.SSFA@nyseg.com for all third-party agents NYSEG or RG&E will need to communicate project matters.
5. NYSEG or RG&E will confirm with NYSERDA the project compensation level and S-SFA enrollment with NYSERDA.
6. NYSEG or RG&E will sign and return the S-SFA Participation Agreement to the project once all completed documents are received and all S-SFA requirements are met.
7. The project must be current on their utility account tied to the project to be eligible to participate in S-SFA.

C. S-SFA Process Timelines

1. For new projects wishing to enroll in the S-SFA Program, the necessary documents, as described above, must be completed no less than 60 days prior to interconnection to avoid delays in project billing and payments.
2. An S-SFA project may unenroll from the S-SFA program with a minimum of twelve months notice prior to the beginning of the S-SFA Program Year in which the S-SFA project no longer wishes to participate.



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The S-SFA project must submit an email request for termination to NYSEG.RGE.SSFA@nyseg.com with the following information:

- S-SFA SIR project ID,
- S-SFA project name,
- S-SFA utility account number,
- start date of Program Year the S-SFA project no longer wishes to participate.

NYSEG or RG&E will provide an email response to requests within two weeks, honoring requests meeting advance notice criteria and providing requested information.

D. S-SFA Calculations

1. A S-SFA project will receive Value Stack compensation per the NYSEG or RG&E's Value Stack Tariff.
2. The project payment will equal the project's compensation level times the project's Value Stack compensation for a billing period.
3. A project's compensation level is based on the standard offer effective at the time a project's 25% interconnection deposit is received or date of interconnection where a deposit is not required. For projects making a 25% interconnection payment prior to 12/1/2024, the compensation level be set at the standard offer effective 12/1/2024.
4. The Utility Administrative fee portion will be the Utility Administrative Fee percentage effective on the projects bill period end date times the project's monthly Value Stack compensation.
5. The customer share is the remaining amount after the project share and administrative fee portion is subtracted from the project's monthly Value Stack compensation.

E. Payments to S-SFA Project

1. The S-SFA project payments will occur via ACH.
2. Payments will be issued within 40 days of rendering a S-SFA Project utility bill.
3. A NYSEG or RG&Es cancel/rebill of a S-SFA utility account can result in recalculation of their S-SFA payment and result in an adjustment to either the current payment that has not been issued, or a future payment.



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4. If the S-SFA project fails to pay any tariff charges on the S-SFA project account for which a written bill has been rendered and arrears exceed 30 days, then the Company shall withhold the S-SFA project payment until the project has provided payment of the full amount in arrears.
5. Once NYSEG or RG&E have set up banking details for the S-SFA project, the S-SFA project will be given access to NYSEG's and RG&E's Minfo system to make bank account updates, as required.
6. S-SFA payments will end at such time that the project terminates participation in the S-SFA Program or the project has reached the end of their 25-year compensation period, whichever is sooner.

F. S-SFA Summary Report

The S-SFA Summary Report (also referred to as the Coversheet) is a monthly report sent to the S-SFA project showing the monetary value of excess generation, from the most recent S-SFA project bill. The Host Summary Report shows the breakdown of each value stack component and how allocated to the project, utility, and customers. An example of the Applied Credit Report is below.



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Utility NYSEG

S-SFA Account Information

Customer name	ABC Solar
Account number	10050302420
Service Class	SC06
Start of Billing Period	7/13/2024
End of Billing Period	8/14/2024
Vendor number	1234567

Net Generation

Total Net generation this billing period(Kwh)	51153
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Value Stack Components

Energy Component (\$/kWh)	0.04809571
Capacity Component (\$/kWh)	0.0116695
Environmental Component (\$/kWh)	0.02741
<hr/>	
Subtotal Credit per kWh	0.08717521

Demand Reduction Value (DRV) and Locational System Relief Value (LSRV)

DRV (monthly lump sum)	1078.87
LSRV (monthly lump sum)	0

Credit Totals

Total dollar credit from the per-kWh Value Stack elemen	684.42
Total dollar credit from DRV + LSRV	139.85
Total dollar credit banked on host account this billing pe	824.27

Total Value Stack Compensation credit	\$824.27
S-SFA compensation level	87.00%
S-SFA customer share	\$98.92
S-SFA utility administration fee	\$8.24
S-SFA project payment	\$717.11

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G. Project Account Closure and Transfer of Ownership

1. A S-SFA project shall notify NYSEG or RG&E of any change in ownership or ownership structure, including party responsible for the S-SFA project utility bill, in writing via NYSEG.RGE.SSFA@nyseg.com, at least sixty days prior to the effective date of the change.
2. The new owner shall execute and submit all required enrollment documentation as described in section B above (S-SFA enrollment process), at least sixty days prior to the final meter read date of the prior S-SFA project.
3. The new owner or entity responsible for the project shall constitute a new S-SFA project. The new project will be provided a new utility account.

H. Additional Items

1. Cancel/Rebill: If a S-SFA project rendered bill requires a correction, NYSEG or RG&E will contact the project to discuss the issue and determine the appropriate steps for resolution.
2. The S-SFA project will ensure telecommunications to the S-SFA utility meter are operational.
3. Taxes
 - i. NYSEG and RG&E are not responsible for assessing or collecting any taxes on payments made to the S-SFA project.
 - ii. S-SFA projects have the obligation of remitting any applicable taxes to the appropriate federal, state, or local taxing authority.
 - iii. NYSEG and RG&E will not report S-SFA payments to the Internal Revenue Service as income and no Form 1099's will be issued to S-SFA projects.
4. If NYSEG or RG&E declare a Force Majeure event, the timelines and processes outlined in this Procedure may be impacted.



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8. TRACK CHANGES

This section is used to track changes to this document.

Effective Date (MM/DD/YYYY)	Revision Title	Revision Description
12/01/2024	Original Document	Original Document Effective

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Appendices

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Appendix A – [NYSEG S-SFA Participation Agreement](#) [RG&E Participation Agreement](#)

Statewide Solar for All Agreement
for _____ [S-SFA Project Name and Identifier]

This Agreement (“Agreement”) is made this ____ day of _____, 20____, between Rochester Gas and Electric Corporation (the “Utility” or “RG&E”), a New York a New York Corporation with a principal place of business at 180 S. Clinton Ave., Rochester, NY 14604 and _____, a Statewide Solar For All (“S-SFA”) project (“S-SFA Project”), a [state] _____ [type of legal entity] _____ with a principal place of business at _____. The Utility and the S-SFA Project are also individually referred to herein as a “Party” or collectively as “Parties.”

S-SFA Project Compensation Level: _____%, as listed on the S-SFA Compensation Statement filed with the Commission and in effect upon payment of at least 25 percent of interconnection costs or when the interconnection agreement has been executed, if no such payment is required.

The S-SFA compensation level percentage is subject to reduction based on whether or not the project has received the Low-Income Bonus Tax Credit (LICBTC) prior to interconnection.

Whereas, the New York State Public Service Commission (“Commission”) authorized the Statewide Solar for All Program (“S-SFA”) in its May 16, 2024 Order Approving Statewide Solar for All Program with Modifications (“S-SFA Program Order”); and

Whereas, customers enrolled in the Utility’s low-income affordability program (“EAP”) that reside in a disadvantaged community (“DAC”) (as defined by the New York State’s Climate Justice Working Group) are automatically enrolled in the S-SFA program and the Utility calculates and distributes the bill credits generated by participating S-SFA projects to each S-SFA Program Customer as a monthly credit on their electric utility bill; and

Whereas, the S-SFA Project is located at _____ [utility service address], and identified by the Utility as _____ (the “S-SFA Project”); and

Whereas, the S-SFA Project wishes to enroll the S-SFA Project in the S-SFA Program of the Utility; and

Whereas, the Utility has established a billing process to permit the Utility to calculate the total value of the S-SFA Project Value Stack Credits, remit a percentage of the value of such credits to the S-SFA Project (less the Utility Administrative Fee retained by the Utility), and provide the remaining value of such credits on the S-SFA Customer electric utility bills; and

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Appendix B – [S-SFA Project Request Form](#)



Statewide Solar For All (S-SFA) Request Form

Please email all inquiries and documents pertaining to NYSEG and RG&E S-SFA to nyseg.rge.ssfa@nyseg.com

Company: NYSEG RG&E SIR Project ID:

Project Name:

Developer/Owner:

Authorized Agent (if applicable, must provide Appendix F):

Service Address (Street, City, Zip):

Mailing address for utility invoice:

Email contact for utility invoice:

Email contact for phone line/meter issues (maximum of 3):

Email contact for Monthly Reports:

Project Size (kW AC):

Capacity Alternative Selection: Alternative 1 Alternative 2 Alternative 3

Non-Residential Generation Type*:

- Solar electric generating equipment with a rated capacity less than or equal to 5,000 kW
- Storage
- Paired Photovoltaic-Storage

** A paired S-SFA photovoltaic-storage project must have a nameplate capacity (in kilowatts of alternating current) for the photovoltaic component 10% or greater than that of the energy storage component or have received NY-Sun funding*

Storage Information (If Applicable):

- Storage Exclusively Charged from Eligible Generator
- Storage Controls Configuration
- Storage Import Netting Configuration
- Storage Default Configuration

***Please indicate whether the project has been awarded any of the following:**

- NY-Sun Funding
- 50% Low Income Communities ITC
- Category 4 Low Income Communities Bonus Credit

Company Use Only:

Account Number: Environment based on 25% payment date:

S-SFA Compensation Level (subject to NYSERDA confirmation):

SSFA-0001

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Appendix C – W9 Form

<p>Form W-9 (Rev. November 2017) Department of the Treasury Internal Revenue Service</p>	<p>Request for Taxpayer Identification Number and Certification</p> <p>► Go to www.irs.gov/FormW9 for instructions and the latest information.</p>	<p>Give Form to the requester. Do not send to the IRS.</p>
<p>1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.</p> <p>2 Business name/disregarded entity name, if different from above</p>	<p>3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate</p> <p><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____</p> <p>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</p> <p><input type="checkbox"/> Other (see instructions) ► _____</p>	
<p>5 Address (number, street, and apt. or suite no.) See instructions.</p> <p>6 City, state, and ZIP code</p> <p>7 List account number(s) here (optional)</p>	<p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p><small>(Apply to accounts maintained outside the U.S.)</small></p> <p>Requester's name and address (optional)</p>	
<p>Part I Taxpayer Identification Number (TIN)</p> <p>Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i>, later.</p> <p>Note: If the account is in more than one name, see the instructions for line 1. Also see <i>What Name and Number To Give the Requester</i> for guidelines on whose number to enter.</p>		
<p>Part II Certification</p> <p>Under penalties of perjury, I certify that:</p> <ol style="list-style-type: none"> The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and I am a U.S. citizen or other U.S. person (defined below); and The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct. <p>Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.</p>		
<p>Sign Here</p> <p>Signature of U.S. person ► _____</p>	<p>Date ► _____</p>	
<p>General Instructions</p> <p>Section references are to the Internal Revenue Code unless otherwise noted.</p> <p>Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.</p> <p>Purpose of Form</p> <p>An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.</p> <ul style="list-style-type: none"> Form 1099-INT (interest earned or paid) Form 1099-DIV (dividends, including those from stocks or mutual funds) Form 1099-MISC (various types of income, prizes, awards, or gross proceeds) Form 1099-B (stock or mutual fund sales and certain other transactions by brokers) Form 1099-S (proceeds from real estate transactions) Form 1099-K (merchant card and third party network transactions) Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition) Form 1099-C (canceled debt) Form 1099-A (acquisition or abandonment of secured property) <p>Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.</p> <p><i>If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.</i></p>		
<p>Cat. No. 10231X Form W-9 (Rev. 11-2017)</p>		

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Appendix D



FORM-US-03

Vendor Creation/Modification Form

AVANGRID vendor ID #

> Contact Person:

Name:	<input type="text"/>		
E-mail ⁽¹⁾ :	<input type="text"/>	Phone:	<input type="text"/>

> Payment Remittance Address (ALL fields are required):

Name:	<input type="text"/>	Tax ID:	<input type="text"/>
DBA:	<input type="text"/>	Country:	<input type="text"/>
Address:	<input type="text"/>		
City:	<input type="text"/>	State:	<input type="text"/>
		Zip +4:	<input type="text"/>
E-mail:	<input type="text"/>	Phone:	<input type="text"/>

> Purchase Order Address (only if different from the Remittance Address):

Address:	<input type="text"/>	Country:	<input type="text"/>
City:	<input type="text"/>	State:	<input type="text"/>
		Zip +4:	<input type="text"/>
E-mail:	<input type="text"/>	Phone:	<input type="text"/>

> Required documentation for vendor registration or address modification:

- Copy of W9 (US Vendor) / W8 (Foreign Vendor) form.
- Business Classification form.

Description of goods or services to be provided:

If non-US vendor, please indicate if services will be on US soil: Yes No

Bank details: Bank detail updates must be processed through Minfo. Once a vendor # has been assigned, an email will be delivered with complete details.

Date and signature:

Signature must be in ink or submitted with electronic signature

Printed Name:

For electronic deposits, it is the Supplier's responsibility to provide proof of ownership and accuracy of the bank account details. Avangrid must be notified of any changes to bank account data. Notification may be made through a secure communication channel implemented for that purpose by Avangrid. The communication must be made in accordance with the provisions of the General Terms and Conditions or by any other means expressly agreed between the parties. The communication must attach the proof of ownership of the bank account subject to modification. Avangrid and its affiliates may withhold the corresponding payment, without incurring any liability for this reason, until the Supplier proves the ownership of the bank account.

⁽¹⁾ I consent to receive messages to the email account provided or that I may provide to Avangrid or its affiliates for two-factor authentication and/or other security verification purposes as described below in the Corporate Privacy Policy.

Level of confidentiality: **Public**



Take care of the environment.
Printed in black and white and only if necessary.

S-SFA Procedural Requirements

Appendix E



ACH Authorization Form (US banks only)

Attention Valued Supplier,

ACH reduces time and resources required in handling checks resulting in the reduction of payment issues related to lost, stolen or misdirected checks. AVANGRID uses Automated Clearing House/Electronic Funds Transfer (CTX) Authorization

Please use the form below and AVANGRID will update their system to pay directly to your financial institution.

For secure account verification voided check is required or a signed bank or company letterhead

Vendor/Supplier number: Last 4 digits of Tax ID Number:

Vendor Name:

Mailing Address:

City: State: Zip:

Bank Name: Bank City/State:

Type of Account (check one): Savings: Checking

ABA Routing Number: Account Number:

Email address to email ACH payment advice:

Note: all ACH payment advices will be sent via email. A paper remittance will not be mailed.

This form will authorize all payments to be automatically deposited into the banking institution designated. My signature below indicates I have verified and confirmed that all of the above information provided is correct.

Signature Date:

Print name

Requirements of the Voided Check:

Level of confidentiality: **Public**



Take care of the environment.
Printed in black and white and only if necessary.

S-SFA Procedural Requirements

The voided check must meet the following requirements to be accepted by NYSEG or RG&E.

- “Void” must be printed across the check
- The name on the voided check must match the Vendor Name on the ACH form.
- The bank routing and account number must match the ACH form.
- Blank check attachments or deposit slips will not be accepted in lieu of a voided check.

Requirements of the Bank Letter:

The bank letter must meet the following requirements to be considered complete. Incomplete bank letters will not be accepted by NYSEG or RG&E.

- Must be on the bank’s letterhead.
- Must include the name of the name of the payee (the name of the bank account holder) and must match the Vendor Name on the ACH form.
- Must include the payee’s routing and bank account number and must match the ACH form.
- Must be signed and dated by the officer of the bank.

Requirements of the Vendor (SSFA Host Letter):



The Vendor letter must meet the following requirements to be considered complete. Incomplete bank letters will not be accepted by NYSEG or RG&E.

- Must be on the Vendor’s letterhead.
- Must include the name of the name of the payee (the name of the bank account holder) and must match the Vendor Name on the ACH form.
- Must include the Bank Name.
- Must include the payee’s routing and bank account number and must match the ACH form.
- Must be signed and dated by the officer of the Vendor.



S-SFA Procedural Requirements

Appendix F – [Agent Authorization](#)

				<h3>Agent Authorization</h3>	
Company:		<input type="checkbox"/> NYSEG	<input type="checkbox"/> RG&E		
SIR Project File Number:		<input type="text"/>			
<i>(To be completed by the host for any agent expected to receive or provide account information.)</i>					
I	<input type="text"/>				authorize my agent
	<small>Print Host Name</small>				
	<input type="text"/>				to act on my behalf on all matters pertaining
	<small>Print Agent Name & Agent Company Name</small>				
	to the management of the	<input type="text"/>	Community Distributed Generation project located		
		<small>Size in KW</small>			
	at	<input type="text"/>			
		<small>Address of Host Account, City, NY, Zip code</small>			
	If you have any questions, I can be reached at	<input type="text"/>			
		<small>Phone #</small>			
Sincerely,					
	<input type="text"/>				Date <input type="text"/>
	<small>Signature must be in ink or submitted with electronic signature</small>				
	<input type="text"/>				Title <input type="text"/>
	<small>Print Name</small>				
<small>CDG-0003</small>					

Level of confidentiality: **Public**