



**Illinois Shines**

*Building Our Solar Future*

# Community Solar Subscriber Verification

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# Community Solar Subscriber Verification

Subscriber verification is performed by the Program Administrator over the course of the REC Contract to ensure projects are meeting sufficient subscription levels and mixes. Additionally, these levels directly impact the REC invoices and payments issued to the Approved Vendor.

For each verification, workbooks containing Disclosure Form information are created by the Program Administrator and the Approved Vendor updates the workbooks in SharePoint with subscriber details. The Program Administrator will then verify subscribers using utility-provided subscriber data.

## Part II Verification

All Community Solar projects are subject to subscriber verification at Part II application review. During this review Approved Vendors will share Disclosure Forms and finalize subscriber details with the Program Administrator.

- To receive REC payments, at least 50% of the capacity of the project must be subscribed at the time of Energization including a minimum of 50% small subscribers. Such payment will be based upon a project's percentage subscribed as outlined in the applicable REC Contract and will be reviewed and updated per the terms in that REC Contract.

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## Quarterly Reporting

For 15-Year REC Contracts (CDCS), the Approved Vendor will report subscription levels on a quarterly basis during a project's first year.

- The first Quarterly Report is due in the month after the first full quarterly period after Part II verification.
- Each project will submit a total of four quarterly reports over four consecutive quarters. After the fourth and final Quarterly Report has been submitted, the project will move to an annual subscriber verification process as part of Annual Report requirements due in July.



## Semi-Annual Subscriber Verification

For 20-Year REC Contracts (TCS), the Approved Vendor will report subscription levels on a semi-annual basis throughout the term of the contract.

- The semi-annual subscriber verification is due in June and December starting after Part II verification.



## Annual Reports

Each year, Approved Vendors submit project subscriber information as a part of the Annual Report. Projects that have completed all four Quarterly Reports will be subject to an annual subscriber verification.

# Thank you for watching!

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**For questions or assistance:**

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