

How to participate in the Local Power buying group #5:

Step 1: Work through the Local Power buying group [checklist](#) to determine if your house is suitable for PV Solar, you are eligible for Solar Credits, and you agree with the Energex connection and Local Power buying group terms and conditions. [Click here](#) to read the checklist.

Step 2: Order securely online by clicking [here](#)

Step 3: Please pay your "deposit payment" as soon as possible (direct Internet transfer preferred or send a cheque in step 4). Orders are only considered valid if all steps (1 to 4) have been completed including the deposit being received. Internet transfer details can be found on the [remittance page](#). [Click here](#) for Internet payment options.

Step 4: Please print and send your signed agreement (within 3 days) of the Local Power buying group [terms and conditions](#) ([click here](#) for a print friendly version) and supporting documentation. This includes copies of the following:

- most recent rates notice showing owner details
- front and back of most recent electricity bill confirming the NMI code

Include your cheque if you haven't paid your deposit by direct internet transfer. Postal and cheque details can be found on the [remittance page](#) ([Click here](#)).

Step 5: Local Power will conduct a site inspection and email you the confirmed pricing (including any additional costs identified as a result of the inspection). Local Power is attempting to lock in the REC price for members after the inspection. This inspection step reduces unnecessary site visits at installation time, reducing costs overall.

If the pricing is higher than the yellow pricing above, due to the REC prices dropping lower or your home does not qualify as a standard installation and you aren't willing to pay any additional costs due to the lower REC price or for a non-standard installation, Local Power will refund your deposit payment less an \$88 inspection fee. **Once you confirm the pricing is acceptable the full deposit payment becomes non-refundable** as Local Power needs to pay a deposit to the suppliers to secure the components at a good price.

Step 6: Local Power will order the components for the buying group.

Step 7: Local Power will prepare on your behalf, based on the information you provide and in conjunction with the installer, the Energex [Application to Network Connect an Inverter Energy System \(including Solar PV\)](#) form. (There is no need for you to complete this form until we email it to you prepared with your details.)

Step 8: You will receive in the mail from Energex a "network agreement". Please carefully follow the instructions on the cover letter to avoid delays in your installation and having your new Energex meter installed.

Step 9: Once the components arrive, Local Power will contact you to book the day for the installation.

Step 10: Payment of the "balance payment" (the remainder of the total payment) is due in the week prior to the day of installation. If the "balance payment" is not forthcoming, the entire deposit payment will be forfeited.

Step 11: Your PV Solar system is installed. Local Power will prepare on your behalf, based on the information you provide and in conjunction with the installer, the Solar Credits (REC assignment) paperwork for you to sign. This will be emailed to you. Please print, sign and post (or scan and email) back to Local Power within 3 days to ensure you will get your expected REC price.

Step 12: Energex will install a suitable meter to measure how much electricity you will be sending (exporting) to the grid (usually within 10 working days). Meanwhile you start to enjoy renewable energy, with a reduced greenhouse gas footprint, for many years to come!

Step 13: Local Power will receive the Solar Credits funds from the REC broker as part payment for your system.

Local Power buying group checklist:

Work through the Local Power buying group checklist below to determine:

- A) if your home is suitable for PV Solar
- B) whether you are eligible for the Solar Credits incentive
- C) whether you agree with the Energex connection terms and conditions
- D) whether you agree with the Local Power buying group terms and conditions

A) Home suitability:

For your home to be suitable for PV Solar panels you need:

- a north facing roof (a roof facing somewhere between north east and west is not ideal but will work)
- roof pitch between 10-28 degrees (a flat or very steep roof will incur additional costs)
- enough room on the north facing roof for the PV panel array (approx 12-14m² for 1.5kW to 24-30m² for 3kW)
- unshaded tin/colorbond or tile roof (slate, asbestos or other roof materials are not possible at this time)
- a single or double storey home (higher buildings may not be possible or may incur additional costs)
- you own the roof you intend to install the PV panel array on
- the roof is ready to install the panels on and is not an unfinished renovation

Please don't be worried if you are unable to assess your roof details. Local Power will inspect all homes as part of the Buying Group process.

B) Solar Credits:

You can read about the Solar Credits eligibility guidelines at the website of the Office of Renewable Energy Regulator by clicking here. **A key point is having not previously received an SHCP/PVRP rebate, nor pre-approval for an SHCP rebate, nor Solar Credits at the premises.** There is no need to fill out any Solar Credits or REC forms at this time.

C) Energex connection terms and conditions:

Local Power will prepare on your behalf, based on the information you provide in the signup process, and in conjunction with the installer, the following form for you to sign. Please familiarise yourself with the Energex *Application to Network Connect an Inverter Energy System (including Solar PV)* and *Inverter Energy System (IES) Network Agreement* forms and the information and supporting documents they require before ordering online. There is no need to fill out any Energex forms yet apart from reading and signing the network agreement which will be posted to you by Energex later in the process.

D) Local Power buying group terms and conditions for BG#5:

([click here](#) for a print friendly version of terms and conditions)