

A Step by Step Guide to Your Solar Project

We can handle almost all of this for you..let us know if you need assistance with any step !

Since you already thinking of installing a solar PV system under the government microFIT program, here are a few hints to help you take your project from a 'concept' phase to an installed system.

- 1. You should go to the microFIT program website at <http://microfit.powerauthority.on.ca/> and read the details of the program. If you have any questions, please feel free to contact me at windship@golden.net or at 226-444-3452 or call John at 1-877-747-2288 toll-free.*
- 2. Even if you are unsure whether you will actually proceed with a system or not, you should **register immediately with the OPA microFIT program** by using the links in the above mentioned website (see right side of page). At this point , since you are not certain of the size of system suitable for your property, do not actually apply for a 'conditional contract offer' .They will ask you for a system size and you need to get input from us prior to completing this part of your application. There is no charge to register !*
- 3. If at this point you have made the decision to proceed, **THIS IS THE TIME that we need to visit your location** and determine system size, in order that you can apply for that conditional contract. We will conduct a detailed site survey of your property, discuss the details of the options available to you, answer all of your questions, and supply you with a written estimate and projected incomes. We do charge a totally refundable fee for our services.*

*This site visit normally requires about 2 hours of your time. A written summary of our findings and recommendations will be sent to you within 24 hours of this visit. **Please contact us to arrange a suitable time.***

4. *Contact your local municipal government offices and enquire if they will require a 'building permit' to proceed with an installation. Most communities WILL require a building permit. You can obtain all the details directly from them. We can supply detailed technical specifications for our systems as required.*
5. *Your local building department may very well require that you have your roof structure inspected, and signed off on by a structural engineer. If you do not know of one locally, please contact us and we can arrange this for you.*
6. *Contact your local electrical distribution company and enquire if your specific location is suitable for a grid-tied solar system. This step is a recent procedural change within the microFIT program. We can contact your local electricity supplier on your behalf if you wish. You will require approval from them before proceeding.*
7. *Return to the OPA website <http://microfit.powerauthority.on.ca/> and apply for your conditional contract using the information obtained re: system size from step 3. Note, approval time for conditional offers normally takes about 3 months so be patient. We will not sell you a system until such time as you have that conditional contract in your hands. Applying for a conditional offer costs you nothing and once you receive it, you have 12 months in which to act upon it. If you change your mind within that period, your conditional offer simply becomes null and void at the end of the 12 months.*
8. *When your conditional offer is presented to you by OPA, contact us immediately so that we can arrange a convenient time to install your system. A written sales contract with a price schedule will be provided to you at this time.*



Renewable Energy Technology Power
Waterloo, Ontario

Authorized Distributor & Installer

Prof. Robert D. Day (ret)

AP, B.Sc., Engineering Technologist
Sales Manager / Renewable Energy
Specialist
Solar & Wind Energy Systems
(since 1981)

email: windship@golden.net

tel: 226-444-3452

toll free 1-877-747-2288

www.retpower.com