



Government of Nepal  
Ministry of Energy, Water Resources and Irrigation  
Alternative Energy Promotion Centre (AEPC)  
Promotion of Solar Energy in Rural and Semi-urban Regions of Nepal

### Application Form for Solar Rooftop PV

Name of the commercial and industrial (C&I) entity:		
Address:		
Name of the energy service company-ESCO (if applicable):		
Address:		
Project Location:	Latitude:	Longitude:
Province:	District:	Municipality:
Ward No:	Tole:	Street Name:
Name of the Contact Person:		
Position:	Email ID:	Telephone:
Type of industry or commerce: <input type="checkbox"/> Education and Health <input type="checkbox"/> Food and Beverage <input type="checkbox"/> Others C&I Entity.....	Company Registration Number of Applicant:  Date of Registration:	PAN/VAT number of applicant:
Turnover of Last FY (NPR):	.....	
Total number of employee: .....	Male employee: .....	Female employee: .....
Type of roof (Flat/Inclined):	Age of building/roof: _____ Years	Building height (m): ____
Roof Space in Sq. ft: _____ Non-shaded Roof space in Sq. ft. _____		
Additional unused shadow-free ground space within the premises, if applicable: _____ Sq. ft.		
Is the proposed site adjacent to or within any of the following sensitive receptors?	<b>YES</b>	<b>NO</b>
a) Natural habitats and/ or legally protected areas (wetlands, forests, estuary, buffer zones, nature reserves)?		
b) Is the site located near airport? If <b>YES</b> approx. distance (km): _____		
Approved Load (NEA): _____ kVA, Transformer Capacity: _____ kVA, Number of Transformer: ____ Average Monthly electricity bill (NPR): _____		
If Applicable: Diesel fuel consumption to run Diesel Generator set (Liter per annum): ..... Electricity supply (kWh/year) by the Diesel Generator set, if available: .....		
Estimated Rooftop Solar PV capacity (kWp): _____ (if known)		



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Source of financing for the proposed Rooftop PV project	A) Equity (%):	B) Bank Loan (%):
<b>Declaration:</b> I/We have studied the notice call for Rooftop Solar PV demand application carefully and hereby agree to the terms and conditions put forwarded on it. I/We hereby certify that information filled up in this application form is correct and that if found otherwise, may result in invalidation of the application.  Authorized Signature: ..... Name: ..... Position: ..... Mobile Number: ..... Date: .....		

**List of documents to be submitted:**

- Letter of application along with the Complete filled out demand form
- Photos of the building and roof area where PV array is proposed to be installed
- Copy of the electricity bills for the immediate past financial year
- Copy of Company/Firm Registration Certificate with updated renewal
- Copy of Board Meeting Minutes showing commitment for Solar Rooftop PV installation
- Copy of PAN/VAT Registration Certificate
- Copy of TAX Clearance Certificate of F.Y 2078/79
- Copy of Building Completion Certificate
- Copy of Land & Building ownership document (Lalpurja), agreement between property owner and ESCO/C&I Entity for using entity's roof space.
- Company profile including audit report of F.Y. 2078/79

**Information for the applicant:**

- From 100kWp up to 1MWp solar PV array capacity.
- The site must have electricity access to the national grid.
- The entity shall have minimum 51% self-consumption of the annual PV energy (in case of net metering).
- Detailed feasibility study shall be conducted by applicant and approved by AEPC.
- Applicant must have capacity and commitment for carrying out environmental and social management measures.
- Subprojects in disputed property will not be eligible, ownership and access rights must be clearly defined.
- Comply with the Environmental and Social Management Framework (ESMF) and Stakeholders Engagement Framework (SEF) of the Project.