Instructions to applicants submitting applications related to a request for a Feed-in Tariff for Solar Photovoltaic Installations with a capacity less than 40kWp

Part 1-Applications

The Regulator will accept Part 1-applications for the allocation of a feed-in tariff only in case of an active Feed-in Tariff Scheme, that is, from **8:00 am** of the day after the date of publication in the Government Gazette of the legal notice establishing the feed-in tariff , until the date of validity of the scheme or until the receipt of enough requests for the allocation of the full capacity available, whichever comes first. Feed-in tariff schemes are normally established through a legal notice that establishes the feed-in tariff rate, maximum capacity that may be allocated such a feed-in tariff and the period of validity of the scheme. Applicants shall always use the latest version of the Part 1-application form (refer to the footnote of the application) available from the REWS website.

Due to the Covid-19 situation, the application and related documentation are to be scanned in pdf form and sent the Regulator for energy and Water Services to the email address set for this purpose: **PV_FIT@rews.org.mt.** (note the limit for an email shall not exceed 20MB)

When applying for the feed-in tariff **Part 1**, the subject of the email should be in the format:

"Part 1 - <applicant's name"

e.g. Part 1 – Joe Borg

e.g. Part 1 – ACME Ltd

Applicants are also required to send by post or submit by hand the Part 1-application signed in original, any related additional documents at the REWS addressed:

Regulator for Energy and Water Services

Zentrum Business Centre, Level 1,

Mdina Road,

Qormi, QRM 9010.

No application will be processed until it is submitted complete in original.

REWS will acknowledge any Part 1 application received on the e/mail **PV_FIT@rews.org.mt** and assign to it an acknowledgment number. The acknowledgment number shall be used for any further correspondence related to the specific application until the application is assigned the reference number GEN/APP/ or REWS/LME/PV which would then replace the acknowledgment number.

The feed-in tariff confirmation letter / authorisation to eligible PV systems that may be accommodated within the capacity available for allocation shall only be issued once the Regulator for Energy and Water Service with respect to applications received complete and in original, subject to any clarifications requested from the applicant being submitted in time.

Part 2 -Applications

Applicants are to use the latest version of the PART 2-application form (refer to the footnote of the application) available from the REWS website.

Applicants are required submit the Part 2-applications signed in original and any related additional documents to the Regulator by post or by hand at the following address:

Regulator for Energy and Water Services

Zentrum Business Centre, Level 1,

Mdina Road,

Qormi, QRM 9010.

It is recommended that Part 2 applications are submitted to the Regulator for Energy and Water services at least 10 working days prior to the expiry of the timeframe for the submission of the relevant applications to ARMS Ltd, otherwise the Regulator may not be in a position to process the Part 2-application in time.

Note 1:

Note that anyone may submit the application to the Regulator however applications submitted by retailers on the behalf of the applicants shall be considered as submitted by the applicants themselves and any correspondence with respect to the application shall be with the applicants directly. This unless the applicant authorises the Regulator to correspond with the retailer and/or engineer. Irrespective of who submits the application to the Regulator, the applicant remains responsible for the correctness of the information submitted and signed declarations in the application. Anyone submitting an application on behalf of an applicant shall ensure that the applicant is fully aware of the information submitted to the Regulator.