



**PTA2: Property Tax Abatement
Application and Agreement
for the Installation of Solar Panels**

Orient and affix BIS
job number label here

Must be typewritten.

**NOTE: This PTA2 form is for use only when filing a tax abatement application on or before March 16, 2009.
Do not use this form for tax abatement applications submitted after March 16, 2009.**

1 Location Information *Required for all applications.*

House No(s)	Street Name	<input type="checkbox"/> New Building	<input type="checkbox"/> Existing Building
Borough	Block	Lot	BIN
Number of Stories	Height	ft.	Area(s) of Roof(s)
		sq. ft.	Real Property Class No.
			<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 4

2 Applicant for Property Tax Abatement Information *Required for all applications. (* indicates optional)*

Last Name	First Name	Middle Initial	Title
Business Name		Business Telephone	
Business Address		*Business Fax	
City	State	Zip	*Mobile Telephone
E-Mail		Taxpayer ID	
Authorized representative: Last Name		First Name	
Authorized representative: Title		Telephone	

3 Permit Information *Required for all applications.*

DOB Construction/BIS Job Number _____ Date of Letter of Completion _____
 Electrical Permit Number _____ Date of Issuance _____ Date of Sign-off _____

4 Applicant of Record Information *Required for all applications. (* indicates optional)*

Last Name	First Name	Middle Initial	Title
Business Name		Business Telephone	
Business Address		*Business Fax	
City	State	Zip	*Mobile Telephone
E-Mail		NYS License Number	
Choose one: <input type="checkbox"/> P.E. <input type="checkbox"/> R.A.			

5 Professional Certifying this PTA2 Application *Required for all applications. (* indicates optional)*

Last Name	First Name	Middle Initial	Title
Business Name		Business Telephone	
Business Address		*Business Fax	
City	State	Zip	*Mobile Telephone
E-Mail		NYS License Number	
Choose one: <input type="checkbox"/> P.E. <input type="checkbox"/> R.A.			

6 General Contractor Information *Required for all applications. (* indicates optional)*

Last Name	First Name	Middle Initial	Title
Business Name		Business Telephone	
Business Address		*Business Fax	
City	State	Zip	*Mobile Telephone
E-Mail		Registration or Tracking Number	
Construction Supervisor: Last Name		First Name	
		HIC # (if applicable)	

7 Electrician Information <i>Required for all applications. (* indicates optional)</i>			
Last Name		First Name	Middle Initial
Business Name		Business Telephone	
Business Address		*Business Fax	
City	State	Zip	*Mobile Telephone
E-Mail	Electrical Firm No.		NYC Electrical License No.

8 Solar System Placed in Service Date <i>Required for all applications.</i>	
Date solar electric generating system was placed in service (later of date electricity was generated or date of electrical permit sign-off) _____	

9 Solar Electric Generating System Information <i>Required for all applications. (* indicates optional)</i>			
Manufacturer of Solar Panels			
Product Name/Number		Listing Lab/Report Number	
Business Name			
Business Address		Business Telephone	
City	State	Zip	*Business Fax
E-Mail		*Website	
Local Representative Last Name		First Name	
Local Representative Email			
Provider of Solar Electric Generating System			
Last Name		First Name	Middle Initial
Business Name		Business Telephone	
Business Address		*Business Fax	
City	State	Zip	*Mobile Telephone
E-Mail	Projected power generation (kW) _____		
Installer of Solar Electric Generating System Non-Electrical Elements <i>(i.e. elements not required by the NYC Electrical Code to be installed by a NYC Licensed Electrician)</i>			
Last Name		First Name	Middle Initial
Business Name		Business Telephone	
Business Address		*Business Fax	
City	State	Zip	*Mobile Telephone
E-Mail			

10 Eligible Solar Electric Generating System Expenditures, Itemized* <i>Required for all applications; continued on page 3.</i>	
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**List only expenditures incurred on or after August 5, 2008 and connected to a solar electric generating system that began generating electricity on or after August 5, 2008.*

10A **Design Fees** *(including all professional fees)*

Design Fees \$ _____

10B **Application Fees**

Construction \$ _____

Electrical \$ _____

Total Application Fees \$ _____

10 Eligible Solar Electric Generating System Expenditures, Itemized *Required for all applications; continued from page 2.*

10C Construction Costs

Item	Labor (\$)	Materials (\$)	Equipment (\$)	Total (\$)
Corrective construction				
a. Structure				
b. Roofing				
c. Drainage				
d. Other				
Solar Electric Generating System (___ kW)				
Supporting Structure for Solar System				
Testing and Inspections				
Other (Itemize)				
a.				
b.				
c.				
d.				
Total Construction Costs \$				

10D Expenditure Summary

Design Fees (from 10A) \$	
Total Application Fees (from 10B) \$	
Total Construction Costs (from 10C) \$	
Other Costs \$	
Total Expenditures \$	

10E Grant Information (A federal, state or local grant shall not include another tax benefit, including a tax abatement, tax credit, tax exemption or tax rebate)

Federal, State, Local Grants	Issuing Organization	Issuing Date	Grant Amount \$
a.			
b.			
c.			
d.			
e.			
Grant Total \$			

10F Eligible Expenditures

Total Expenditures (from 10D) \$	
Minus Interest \$	
Minus Finance Charges \$	
Minus Grant Total (from 10E) \$	
Total Eligible Expenditures	

11 Professional's Certification of Compliance *Required for all applications.*

I, a New York State licensed and registered architect or engineer, as represented on this form in section 5 and by my seal and signature below, certify and agree to the following:

1. A solar electric generating system as defined in §499-aaaa.10 has been installed and has began generating electricity on the subject premises in accordance with the approved construction documents for the job number identified in Section 3.
2. The building on the subject premises is an eligible building as defined in Title 4-C §499-aaaa.7.
3. If the installation is on a roof or setback, a structural analysis of the building has been performed and any resulting required construction work is detailed in the approved construction documents, which establish that the building can sustain the added load of the solar electric generating system and that the solar electric generating system meets structural requirements of applicable law and rules.
4. If the installation is on a roof or setback, roofing and drainage evaluations have been performed and any resulting required construction work is detailed in the approved construction documents, which establish the building's roof and drainage systems' compliance with applicable law and rules.
5. The solar electric generating system installation complies with the Fire Code regarding fire fighting access and with height and setback provisions of the Zoning Resolution.
6. I have verified that the BIS number listed above is also listed on the electrical permit application form.
7. To the best of my professional knowledge and belief, no solar electric generating system expenditure listed herein was incurred before August 5, 2008; nor was any solar electric generating system expenditure listed herein incurred in connection with a solar electric generating system that generated electricity before August 5, 2008.
8. I certify that I have reviewed and inspected the design and installation of the solar electric generating system as installed at the above address and as reflected in this application and affirm that, to the best of my professional knowledge and belief, the application and installation comply with Title 4-C of Article 4 of the real property tax law of the State of New York, and all applicable laws and rules of the City of New York and of other authorities having jurisdiction; and that I approve such installation, as an engineer or architect licensed and registered to practice in the State of New York.

Name (please print)

Signature

Date

P.E. / R.A. Seal *(apply seal, then sign and date over seal)*

12 Applicant for Property Tax Abatement Agreement *Required for all applications.*

I, the applicant for property tax abatement as represented on this form in section 2 and by my signature below, certify and agree to the following:

1. This building has not been previously represented as an eligible building under Title 4-C of the New York State Real Property Tax Law.
2. None of the eligible solar electric generating system expenditures provided above includes interest or other finance charges, or any expenditure incurred using a federal, state or local grant.
3. None of the eligible solar electric generating system expenditures provided above includes equipment excluded in §499-aaaa.10.
4. I agree to allow officials of the Department and any architect or engineer associated with this solar electric generating system property tax abatement project, to access the property and to inspect the solar electric generating system and any related structures and equipment at any time upon reasonable notification.
5. I agree, in the event that the Department finds either non-compliance with the requirements of Title 4-C or any unsafe condition related to the solar electric generating system installation, to pay for the expenses of the Department for related inspection(s) and investigation.
6. I agree to maintain this solar electric generating system in service throughout the compliance period in such a manner that it continuously constitutes a solar electric generating system within the meaning of Title 4-C.
7. I agree to provide any other information or certifications required by the Department pursuant to Title 4-C.
8. No solar electric generating system expenditure listed herein was incurred before August 5, 2008; no solar electric generating system expenditure listed herein was incurred in connection with a solar electric generating system that generated electricity before August 5, 2008.
9. EITHER I have provided the Department documentation, such as a preliminary contract, that I am coordinating with the electrical utility for electrical interconnection of my solar electric generating system OR I hereby state that this solar electric generating system will NOT be interconnected with the electrical grid.
10. I, the applicant of the above-referenced premises, hereby state that I have thoroughly reviewed the approved construction documents for the job number identified in Section 3, this application and the information provided herein about me and/or the corporation or condominium I represent and the subject building and premises and state that all information I have provided is accurate and true; that the information and work provided on my behalf is accurate, true and in accordance with Title 4-C and applicable law and rules to the best of my knowledge; that I fully agree to abide by all terms of the agreement herein; and I hereby apply for the real property tax abatement offered by the City of New York in accordance with Title 4-C.

Name (please print)

Signature

Date