



## AWARD DISBURSEMENT CLAIM PACKAGE

The **Award Disbursement Claim Package (ADC)** submitted by the REIC to invoice the work performed is located in the Application Portal.

The participant must log into the Portal using their password and go to the **"My Application Progress"** section, then check **[2] Pre-Inspection** to open the screen where they will find information related to the Award Disbursement Package.

HOUSING	ogress List of REICs	
My Tickets		
	grees List of RBICs	
	Application	
	1)Application Status	
Application Status		
Case ID	Overall Status	Overall Status Detailed
PR-HH-TEST-05522	Reservation Period	Unknown

On this screen, you will find information about the installation company (REIC) that uploaded the package, and the participant must certify that it was the one that performed the work.

HÖÜSINC OF Tickets My Application Progress List of REICs	22	Anthony Rivera
Application		
Application Status	Re-Inspection     ReC Validation Pending	
Renewable Energy Installation Company Confirmation		
Dear Carmelo Anthony		
The following Renewable Energy installation Company (REIC) notified that is the company that already installed the PVS and/or the I REIC SOLAR SPECIALTES AND AQUARIUM FSH SHOP, CRL (Solar Specialities)	IS system in your property. Please verify the information below and confirm us if its left. Otherwise, if its not the REC selected by you click	the button below.
Certified Date 03/26/2024 10:46 AM	Certified By Anthony Rivera	
	Installation Date	
File Name C	01/25/2024	
Testpdf 📩		
by clicking the Confirm button. I hereby:  - Certify that the Ranewable Energy installation Company mentioned above installed the system in the property - Certify that photos provided by the Renewable Energy installation Company are correct - Award Disbursement Claim Submitted by the REIC The Renewable Energy installation Company (REIC) submitted the following documents. Please verify each document and determine	f they are correct. Otherwise, if its wrong, you must return the Award disbursement claim to the RBIC to make the persinent corrections.	
Name of Certified Installer	Certified Installer License Number	
Name of Certified Installer Efrain Santiago	Certified Installer License Number 123456	





## DISBURSEMENT REQUEST PACKAGE

At the bottom of the screen, you will find the list of documents submitted by the REIC.

By selecting the arrow next to each document, another screen will open where the participant can verify the corresponding document and indicate whether it belongs to their property.

Name of Designer	Designer License Number			
Alejandro Coll	987654321			
System Drawings	<b>9</b>			
System Photos	× l			
Commissioning Report	~			
System Installation Certificate	× .			
Internetice Decementation				
Interconnection Documentation	· · · · · · · · · · · · · · · · · · ·			
LBP Requirements Screening Form	· · · · · · · · · · · · · · · · · · ·			
Warranties Package	×			
Compliance with Project Eligibility Certification	· · ·			
compnance with roject englowing certaination	`			
Installation Agreement	× .			
Final Invoice	×			
Other	~			
	`			
Acknowledgement of Operations and Maintenance Training	× .			
One Hundred Dollar Payment Certification	× .			
System Drawings	^			
Check the design drawings for the installed System. Drawings must be duly executed and stamped by the System's designer and be consistent	with the installation work performed.			
The Design Drawings provided are from your property?				
⊖ Yes				
○ No				
File Name C				
TEST DOCUMENT.pdf	\$			
	Rid			
System Photos	^			
Check photos of the installed System. Check the photos in a photo report in PDF format. Minimum photos: location of photovoltaic panels on roof, nameplate capacity of photovoltaic panels; total count of photovoltaic panels; mounting and anchoring structures; location of batteries at the Property; nameplate capacity of batteries; total count of batteries; location of other System components; and total count of other System components.				
The photos provided are from the system installed in your property?				
Ves				
No				
and the second sec				
File Name 1				
TEST DOCUMENT.pdf	*			





## DISBURSEMENT REQUEST PACKAGE

In the **Acknowledgement of Operations and Maintenance Training** section, the participant must indicate if they received orientation from the REIC on their solar system, include their name, date of orientation, and check the Confirm button.

Acknowledgement of Operations and Maintenance Training				
Do you received the Operations and Maintenance Training by the REIC?				
Index       with Application Number PR-HH-TEST-00107, certify and acknowledge that on       05/01/2024       Image: system (hereinafter, "System") installed by SOLAR SPECIALTIES AND AQUARIUM FISH SHOP, CRL (Solar Specialties) at my property. This training included instructions about:       I received training on the operations and maintenance of the Photovaltaic and/or Batter         1       The System, its components, capacities, and documentation;       In process of the System's interconnection to the Power Grid:         0       Operation of the System sinterconnection to the Power Grid conditions of System's equipment warranties, including how and to whom to submit warranty claims; and       I required maintenance of the system.	ery			
Confirmed By Confirm				
Confirmation Date mm/dd/yyyy:				

## ONCE THE INCLUDED DOCUMENTS HAVE BEEN VERIFIED, THE PARTICIPANT CAN:

- A. Return the package if there are any documents that require correction by the REIC.
- B. Approve the package for verification and final approval by the Puerto Rico Department of Housing.

A	Return	) <b>B</b>	Арргоче	
Date Package Return mm/dd/yyyy:-		Date Package Confirmed by Applicant mm/dd/yyyy:		
"				
		F		
8	If the participant has any do Manager or visit one of th			