

FORM 2



NON-DOMESTIC LICENCE

APPLICATION TO SUPPLY ELECTRICITY TO THE PUBLIC UTILITY
(CUMULATIVE INSTALLED CAPACITY: MORE THAN 25kW BUT NOT A PUBLIC UTILITY)
(Made pursuant to the Electric Light and Power Act, 2013 (Act 2013-21))

NOTE: Please read the Notes on Completion at the back of this Form before completing this Form

PART I: GENERATION CATEGORIES (Please put a "✓" in the relevant boxes)

- | | |
|---|--|
| <input type="checkbox"/> More than 25 kW but less than 100 kW | <input type="checkbox"/> 100 kW or more but less than 150 kW |
| <input type="checkbox"/> 150 kW or more but less than 500 kW | <input type="checkbox"/> 500 kW or more but less than 1MW |
| <input type="checkbox"/> 1 MW or more but less than 20 MW | <input type="checkbox"/> 20MW or more but Not a Public Utility |
| <input type="checkbox"/> Non-Intermittent Source of Energy | <input type="checkbox"/> Intermittent Source of Energy |

PART II: APPLICANT INFORMATION

(a) Company Name

(b) Authorised Representative (Where Applicable)

2. Contact Information

(a) Office:	(b) Fax:	(c) Mobile:
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(d) Email:

3. Address of Generation System

Parish:

4. Applicant's Mailing Address (If a Business or Body Corporate, Principal Place of Business)
(If different from above)

Parish:

5. Form of Identification and Number (Where applicant is an individual or business name, provide National Registration No. or Passport No. Where applicant is a company, provide Company Registration No.)

National Registration No: / Passport No:	Company Registration No:
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6. (a) Do you currently hold a licence to supply electricity? Yes No

(b) If Yes, please insert: Licence No:

(c) Have you been previously refused a licence to supply electricity? Yes No

(d) If Yes, state reason given for refusal

PART III: GENERATION SYSTEM

7. Installed cost of system BDS \$

8. Date System Installed / To Be Installed
(YY/MM/DD)

9. Name of Installer (Insert company name, if applicable)

Installer Contact Information

(a) Work:	(b) Mobile:
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(c) Email:

10. Type of System: (See Notes on Completion)
Tick all categories that are applicable

<input type="checkbox"/> Photovoltaic	<input type="checkbox"/> Other: (See Notes on Completion)
<input type="checkbox"/> Wind	

11. Capacity of System: Kilowatts

12. Inverter Make, Model and Rated Power

(a) Make:	(b) Model:
(c) Rated Power: <input type="text"/> Kilowatts	

13. (a) Energy Storage Device (Tick applicable box if any)

Lead Acid <input type="checkbox"/>	Lithium <input type="checkbox"/>	Other: See Notes on Completion <input type="checkbox"/>
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(b) Rating of Storage Device Kilowatt hours

14. Size of Interconnection Breaker in Panel Amps

NOTES ON COMPLETION

1. An applicant must submit the information described in each paragraph in the Appendix below as a separate attachment to his application, and must label each attachment in accordance with the title corresponding to the description. The applicant must insert before the beginning of the first attachment, a list of titles of the attachments in the order in which they appear.
2. This form must be fully and accurately completed. Where information is not applicable to the applicant, this should be so indicated by the use of the abbreviation "N/A".
3. An application shall be deemed to have been successfully filed only where this form is completed, all required supporting documentation is attached and the application fee is paid.
4. An incomplete application will not be processed.
5. An application must be submitted to:

Permanent Secretary
Division of Energy and Telecommunications
Trinity Business Center
Country Road
St. Michael,
BARBADOS

6. For clarification or further information contact the Division at:

Telephone No.: 1-246-434-2505 Ext: 2541/2553/2556/2582
Facsimile: 1-246-429-7489
Email: elpa@energy.gov.bb

APPENDIX OF ATTACHMENTS

	APPLICATION FEE	APPLICATION CATEGORY	REQUIRED ATTACHMENTS
	\$500.00	More than 25 kW but less than 100 kW	Appendix 1 - 4
	\$1000.00	100 kW or more but less than 150 kW	Appendix 1 - 4
	\$1000.00	150 kW or more but less than 500 kW	Appendix 1 - 11
	\$1000.00	500 kW or more but less than 1MW	Appendix 1 - 11
	\$1000.00	1 MW or more but less than 20 MW	Appendix 1 - 17
	\$1000.00	20MW or more but Not a Public Utility	Appendix 1 - 17

1. **“Scope of Operation”** – a written description of the operational nature of the applicant’s business.
2. **“Company Registration”** – where the applicant is a company or other legal entity, a certified copy of its approved incorporation or other registration documents.
3. **“Chief Electrical Officer Approval”** – evidence of approval of the Generation system design by the Chief Electrical Officer.
4. **“Town and Country Planning Approval”** - evidence of approval by the Chief Town Planner, where such approval is required in respect of any construction or other development related to the supply of electricity.
5. **“Site Plan”** - a detailed site plan including any architectural and engineering drawings.
6. **“Experience and skills of persons involved in Installing, Operating and Maintaining the Generation system ”** - the names, titles, e-mail addresses, telephone numbers, and the background of key personnel involved in installing, operating and maintaining the system.
7. **“Business Plan”** - a business plan is required for suppliers whose stated average electricity consumption is less than 50% of their stated projected Electricity Generation.
8. **“Statement of Assets, Technology and Source of Energy”** - a list of the major plant and machinery to be installed, the technology and sources of energy to be used, and/or a list of individual generators. For 500kWs and more, the level of generator redundancy and projected scheduled downtimes.
9. **“Non-Intermittent Resource Justification”** - in the case of a Non-intermittent source of energy, justification that the source is indeed Non-intermittent.
10. **“Intermittent Resource Viability study”** - in the case of an Intermittent source of energy such as solar or wind, a resource viability study is required.
11. **“Indicative Implementation Schedule”** - indicative timelines for the specific activities that must be performed to produce the various project deliverables

12. **“Principal Officers, Directors and Partners”** - the names, titles, nationality, addresses and telephone numbers of the applicant’s principal officers, directors, partners, or other similar officials.
13. **“Ownership and Corporate Structure”** - a description of the applicant’s corporate and ownership structures, and a list of the applicant’s affiliates, if any.
14. **“Financial Capability and Proposed Financial Plan”** - copies of the applicant’s three most recent years financial statements or, where the applicant has not been in business long enough to satisfy this requirement, a financial statement covering the life of the business, and copies of the applicant's financial arrangements to supply electricity as a business activity (for example, guarantees, bank commitments, contractual arrangements and credit agreements).
15. **“Disclosure of Liabilities and Investigations”** – for the last three years a description of all existing, pending or past rulings or judgments, of any court or regulatory authority, contingent liabilities, revocations of authority, regulatory investigations, or any other matter that could adversely impact on the applicant’s financial or operational status or ability to undertake the activity in respect of which a licence is sought.
16. **“Applicant’s History and Existing Activities”** - a concise description of the applicant’s history and principal business interests and activities, whether in Barbados or elsewhere, and, where relevant, similar information in respect of the applicant’s affiliates, if any.
17. **“Advertisements”** – a copy of advertisements placed in the newspapers in relation to the application.