



Ministry of Science, Energy,
Telecommunications and Transport

NET BILLING APPLICATION





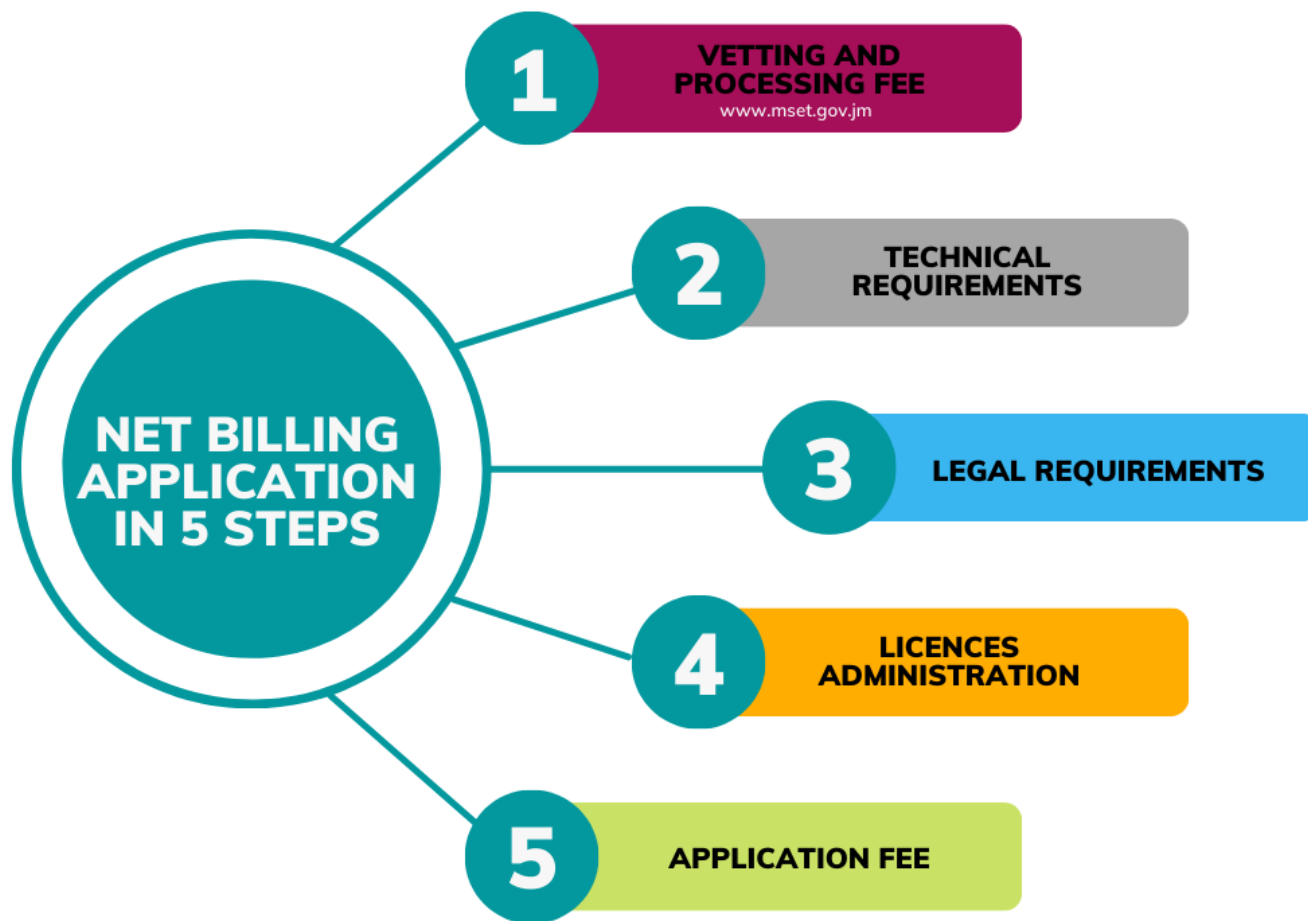
NET BILLING APPLICATION REQUIREMENTS AND PROCESS

The Net Billing facility is for self-generators (a person generates electricity for that person's own exclusive use) who produce electricity from renewable energy sources only, and to sell excess power generated to the Grid under a Standard Offer Contract with the Jamaica Public Service Limited ("JPS"); approved by the Office of the Utilities Regulation ("OUR").

Self-generators wishing to participate in this facility must:

1. Be a current customer of JPS in good standing;
2. Apply for a Net Billing Licence from the Ministry of Science, Energy, Telecommunications and Transport ("MSETT") using the 5-steps below;
3. Provide proof of payment of the "non-refundable" processing fee of \$19,000 to the MSETT pursuant to section 9(4) of the Electricity Act and 5(2) of the Electricity (Net Billing) Regulations, 2022.

Application must pass preliminary technical and legal review upon submission of application. Thereafter, applicant will be allowed to submit and pay processing fee.





STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
Application Vetting and Processing Fee	Technical Requirements	Legal Requirements	Licences Administration	Application Fees
<p>1. The application form is available at www.mset.gov.jm</p> <p>NB: Submit completed application with supporting documents (see steps 2 and 3).</p> <p>2. Upon completion, a preliminary technical and legal review must be conducted by the MSETT, in order for applications to be accepted and for processing of payments to be authorized.</p> <p>3. The applicant will be required to pay a non-refundable processing fee of \$19,000 JMD to the Ministry with responsibility for energy.</p>	<p>1. Proposed Electrical Single line diagram to include:</p> <ol style="list-style-type: none"> Generation capacity of the system The geographical location of the system Minimum sheet/paper size (Tabloid i.e., 11x17); Landscape orientation) Evidence of registration status and registration number of licenced electrician or registered/ professional engineer (electrical) who have conveyed drawing. <p>2. JPS invoice (no older than 3 months) at date of application.</p> <p>3. Bureau of Standards Jamaica (BSJ) listing and certificate of inverter (approved)</p> <p>4. Copy of Bills of Quantity (BQ) including an itemized table of specifications, as per system design.</p> <p>5. System capacity not exceeding 10kW for residential and 100kW for commercial</p>	<p>1. Valid Government Issued Identification</p> <p>2. Signed Voluntary declaration form and other document granting the use of property (if premises is not owned by applicant).</p> <p>3. Certificate of numbering in relation to address (from Municipal Corporation) if address is different on Certificate of Title</p> <p>4. Valuation Roll from National Land Agency</p> <p>5. Caveat (provide if it exists)</p> <p>6. Declaration of proof of ownership - signature must match ID</p> <p>7. Status of charities act- certificate for proof (if applicable)</p> <p>8. Receipt of non-refundable processing fee</p>	<p>The licensing process will ONLY commence when the MSETT receives a</p> <ol style="list-style-type: none"> Correctly completed application form accompanied by valid relevant technical and legal supporting documents Proof of receipt of payment of the non-refundable processing fee pursuant to section 9 (4) of the Electricity Act. <p>After the completion of a successful technical and legal review by the MSETT, the applicant is then;</p> <ol style="list-style-type: none"> Informed in writing of a successful application Required to pay the requisite application fees Required to provide receipt verified by the Accounts Division to the Licensing office Collect application. 	<p>The application fee is \$1,800 JMD per kW of excess electricity that is permitted to be supplied by the system.</p> <p>Fees may be paid via bank transfer to the Ministry's account via bank transfer unless otherwise instructed.</p>



APPENDIX:

General

1. Receipt of non-refundable processing fee should be submitted along with application.
2. Fees may also be paid at Tax Offices by cheque (with the Inland Revenue Dept. as payee), in cash or Point of Sale.
3. Successful applicants will be required to pay an additional Licence Fee pursuant to section 9(5)(a)(i) of the Electricity Act.

Legal and Technical Requirements

1. Proof of Valid Government Issued Identification:
 - a) National identification card
 - b) Passport
 - c) Driver's Licence
2. Proof of Ownership/permission to use property
 - a) Certificate of Title (endorsed by Registrar of Titles)
3. If premises are not owned by applicant:
 - a) A completed Voluntary Declaration form
 - b) Surveyor's report
 - c) Proof of payment of property taxes by applicant
 - d) Lease agreement or other document granting use of property
4. If applicant is a company/business/cooperation:
 - a) Seal of the company on the application form
 - b) Constituent documents (example, certificate of incorporation)
 - c) If Church or company- certified list of board members/directors of company that can act on behalf of church/company (indicate who can act on behalf of the company)
5. Applicant must ensure that the address of the facility on the Certificate of Title corresponds with the JPS invoice and Electrical Single Line drawing