

Individuals seeking reimbursement for company accreditation (and accreditation renewals) shall submit the following documents to NYSERDA, ATTN: Lori Clark, 17 Columbia Circle, Albany, NY 12203.

Please include the following documents with your reimbursement application. Place a checkmark (✓) next to each document to indicate that you have enclosed it with your application. NYSERDA cannot process the reimbursement without this information.

- Company Accreditation Reimbursement Application – PON 2397 Form B
- Accreditation Certificate
- Proof of payment for Accreditation fees (paid invoice, credit card statement, and cancelled check)
- A copy of the first page of the company’s recent electric bill showing company name and address
- Attach W-9, first time submission, or include Tax Identification number below

If you have any questions completing this form, please contact Lori Clark at Lori.Clark@nyserda.ny.gov or 518-862-1090 ext 3202.

Company (Payee) Information			
Legal Business Name:			
Business Address:			
City:	State:	ZIP:	
Telephone:			
Tax ID #:			
E-Mail:			
Business Website:			

For reimbursement of Accreditation fees, please indicate the name of the organization, region and accreditation type for which you are requesting reimbursement.

Company Name	Region	Please indicate NEW or RENEWAL	Please indicate NABCEP or BPI	Cost
				\$
				\$
TOTAL				\$

I certify that I have read and understand the Terms and Conditions set forth in Attachment D and agree to be bound by them. I certify that all information in this application is true and correct and that I am authorized to request this reimbursement.

Signature:	Date:
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NYSERDA USE ONLY	
NYSERDA has verified that this organization is Accredited.	
Signature:	Date:
	Voucher #: