
Illinois Solar for All Subcontractor Registration Form and Attestations

This form must be filled out by entities working with Illinois Solar for All (ILSFA) Approved Vendors, Aggregators and/or Designees in a role that requires direct interaction with end-use customers (such as marketing or installation). Subcontractors should submit a signed Registration form via email to: vendors@IllinoisSFA.com

General Information

Company Name: _____

Point of Contact (Full Name): _____

Title/Position (e.g., CEO, Director): _____

Email: _____

Phone: _____

Mailing Address: _____

Company Website URL: _____

How many years has the company been in business? _____

Type of ownership (select one):

- Proprietorship
- Partnership
- Corporation
- Other: _____

Please list the professional certifications currently held by your staff/organization. For example: NABCEP certified installer, electrical licensure, professional engineer, ICC DG installer, etc.

ILSFA Approved Vendor(s), Aggregators or Designees your company works with*:

1. _____
2. _____
3. _____

*In order to be registered as a subcontractor with ILSFA, your company must be working with one or more Approved Vendors, Aggregators, or Designees. The ILSFA Program Administrator will verify with each Approved Vendor, Aggregator, or Designee listed above that they work with your company. Please note that Approved Vendors, Aggregators, or Designees may withdraw that verification at their discretion.

Services Your Company Provides on ILSFA Projects (Select all that apply):

- Installation
- Marketing
- Lead Generation
- Sales
- Other: _____

MWBE Status

Please select one of the options below regarding the company's Minority/Women-Owned Business Enterprise (MWBE) status:

- This business is an eligible MWBE.¹
- This business is a certified MWBE.
- This business is in the process of seeking MWBE certification.
- None of the above

¹ If your company meets the criteria of an eligible MWBE but has not applied for third party certification, please check this box.

Classification:

An MBE/WBE is a business enterprise that meets one of the below requirements: *(Please check the appropriate box(es). Only compete this section if the company is either in the process of becoming a certified MWBE or is an eligible MWBE.)*

Minority-Owned Business Enterprise (MBE) – A business that is at least 51 percent owned by one or more minorities. A minority is defined as a person who is a U.S. citizen or lawful permanent resident of the United States and is African American, Hispanic American, Asian American, or Native American, as well as other groups found to be disadvantaged pursuant to Section 8 (a) of the Small Business Act federal statute.

Women-Owned Business Enterprise (WBE) - A business that is at least 51 percent owned by a woman or women who are U.S. Citizens or lawful permanent residents of the United States.

Certified MWBEs

If applicable, list the agencies, institutions, or major corporations which have certified your firm as an MBE or WBE. This may include municipal, county, state, or other public or non-public third-party certifying bodies approved by ComEd/Exelon and Ameren Illinois, including but not limited to the National Minority Supplier Development Council and its regional affiliates and the Women’s Business Enterprise National Council and its regional affiliates, the City of Chicago, and the Illinois Department of Central Management Services. **Supporting documentation of certification from the certifying entity must be submitted along with this form.**

Agency/Institution: _____

Contact Person: _____ Phone: _____

Approval Date: _____ Expiration Date: _____

Type of Documentation Provided: _____

Agency/Institution: _____

Contact Person: _____ Phone: _____

Approval Date: _____ Expiration Date: _____

Type of Documentation Provided: _____

Attestations for Subcontractors

While the ultimate accountability for meeting ILSFA program requirements resides with the Approved Vendor or the Aggregator, as a subcontractor you are responsible for acknowledging that you will comply with all program requirements applicable to the services your company will provide on ILSFA projects.

As a subcontractor, your company should work through your Approved Vendor to meet applicable program requirements and submit any requested information. The Program Administrator will monitor all entities and has the right to exclude any entity from performing work on ILSFA projects. For more information about the role of subcontractors and the penalties for non-compliance, refer to Section 3.1 of the Approved Vendor Manual.

Please review the following attestations and provide a signature to indicate your compliance with all statements relevant to the types of services you will be providing as a subcontractor in the Illinois Solar for All (ILSFA) program, as indicated on page 2 of this document.

I declare that:

- a) I am the owner (for proprietorship), partner (for partnership), or the authorized agent (for corporation, LLC, or non-profit) of the applicant organization.
- b) I have reviewed the [Illinois Solar for All Vendor Manual](#), consumer protection guidelines², and all associated materials, and commit to comply with all Illinois Solar for All requirements applicable to our work as a subcontractor.
- c) I agree to inform the Approved Vendor(s) for whom I'm serving as a Subcontractor ("my Approved Vendor") of any change in my registration status with ILSFA.
- d) I agree to provide company financial statements and/or project references upon request of the Program Administrator, as communicated by my Approved Vendor.
- e) I will comply with all other program rules and Program Administrator requests.
- f) If any requirements are implemented by the IPA or Program Administrator that I am unable to comply with, I agree to immediately request to withdraw my qualification to act as a Subcontractor and cease all new Subcontractor activities.

² There are two Consumer Protection Guideline documents. One for [Distributed Generation Projects](#) and one for [Community Solar](#).

g) I agree that any registration, project submittal, and project performance data and information (including any quarterly or annual reports) may be shared between the IPA, the Program Administrators for the Illinois Solar for All program and the Adjustable Block Program, the Illinois Commerce Commission, and, where applicable, Commonwealth Edison, Ameren Illinois, and MidAmerican Energy Company. To the extent these submittals contain information I deem confidential, proprietary, or privileged information that could cause competitive harm if disclosed to a third party or made publicly available, I will endeavor to designate them as such when furnished to my Approved Vendor.

h) I agree to assist my Approved Vendor with ensuring all ILSFA job training requirements are met. As applicable, and as directed by my Approved Vendor, I agree to use Qualified Job Trainees on ILSFA projects to meet all annual requirements across all my Approved Vendor's ILSFA projects and to meet specific requirements for each Distributed Generation project for which I'm serving as a subcontractor.

If applicable as a part of the services I am providing to my Approved Vendor:

i) I agree to provide samples of marketing materials or content used by our company to my Approved Vendor for the Program Administrator's review. In addition, I will provide copies of any marketing material related to the sale, financing, or installation of solar photovoltaic systems that will apply to participate in the Illinois Solar for All program, or related to the Illinois Solar for All program itself, whenever requested by my Approved Vendor on behalf of the IPA or Program Administrator.

j) I agree to comply with all community solar subscriber reporting requirements, including providing updated and accurate subscriber information.

k) I have reviewed Site Suitability Guidelines, [Program Resources Guide](#) and all associated materials, and will incorporate the guidelines therein into all ILSFA site assessments and business practices and will, to the best of my ability, help direct prospective ILSFA participants to relevant improvement, financing, energy efficiency and healthy home resources identified in the Program Resources Guide.

l) I agree that all contracts for ILSFA projects presented to customers/program participants will meet the minimum savings requirements, as defined in Section 5 of the Approved Vendor Manual.

m) I agree that contracts presented to customers/program participants in a 1 to 4 unit residential building will not include any upfront costs.

n) I agree to the income eligibility guidelines and verification procedures outlined in the Illinois Solar for All Vendor Manual and accept that, as applicable, it is my responsibility



to assure that my Approved Vendor is able to provide all necessary information and data to meet and verify these requirements according to these guidelines. I will ensure that all personally identifiable information is protected and that all potential customers/program participants undergoing income verification will be treated according to established Illinois Solar for All procedures and with respect, courtesy, and professionalism.

Name: _____

Title: _____

Signature: _____

Date: _____

The information provided on this form is true and correct to the best of my knowledge.