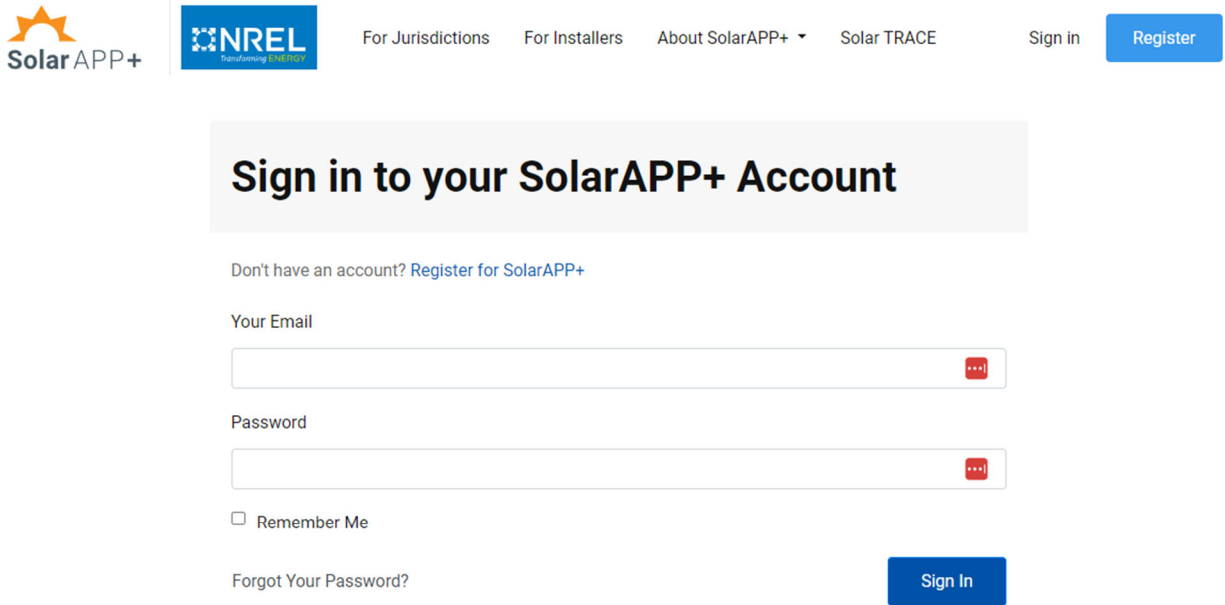


## Here are steps for Contractors to apply for a SolarAPP+ permit

1. Sign into SolarAPP+ with contractor credentials using this link below:  
[City of Washington – SolarApp+ Login](#)



**SolarAPP+** **NREL** Transforming Energy  
For Jurisdictions For Installers About SolarAPP+ Solar TRACE Sign in Register

### Sign in to your SolarAPP+ Account

Don't have an account? [Register for SolarAPP+](#)

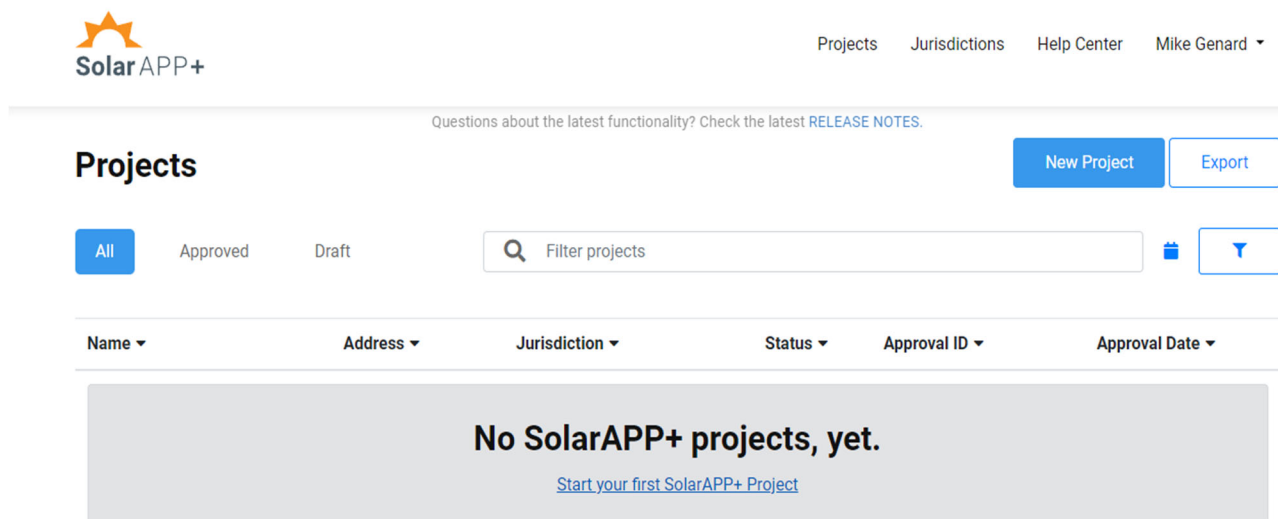
Your Email

Password

Remember Me

[Forgot Your Password?](#)

2. After logging in, the contractor will be taken to the Projects page where they will select **New Project**:



**SolarAPP+** Projects Jurisdictions Help Center Mike Genard

Questions about the latest functionality? Check the latest [RELEASE NOTES](#).

## Projects

Name	Address	Jurisdiction	Status	Approval ID	Approval Date
------	---------	--------------	--------	-------------	---------------

**No SolarAPP+ projects, yet.**

[Start your first SolarAPP+ Project](#)

- Once a new project has been selected, the following prompt will require a valid address to be entered into the **Address** bar along with a valid **Project Type**. Once both are entered, select **“Continue”**:

The screenshot shows the SolarAPP+ interface with a 'New Project' modal window open. The modal has a blue header with the title 'New Project' and a close button. Below the header, there is a prompt: 'Enter the address and jurisdiction of your new project to get started.' The form contains several fields: 'Title' with the value 'New Project 2023-12-18 16:39:25'; 'Address' with the value '301 Walnut Street, Washington, IL, USA' and a red location pin icon; a section titled 'Address Validated' with a green checkmark and the address '301 Walnut St, Washington, IL 61571'; 'AHJ' with a dropdown menu showing 'City of Washington, IL'; and 'Project Type' with a dropdown menu showing 'PV (NEC 2020)'. At the bottom of the modal are two buttons: 'Cancel' and 'Continue'.

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### New Project

Enter the address and jurisdiction of your new project to get started.

Title  
New Project 2023-12-18 16:39:25

Address  
301 Walnut Street, Washington, IL, USA

**Address Validated**  
✓ 301 Walnut St  
Washington, IL 61571

AHJ  
City of Washington, IL

Project Type  
PV (NEC 2020)

Cancel Continue

SolarAPP+ NREL

4. Enter required project information and review SolarApp+ Eligibility Checklist:

## SolarAPP+ Eligibility

**Project Information**

Scope of Work

Enter the homeowner's full name

  
  
 I hereby affirm that I have verified the homeowner's information and right to install on the property.

**Review**

SolarAPP Eligibility Checklist

SolarAPP PV Eligibility 09/08/2022	
<b>System</b>	
New Rooftop Residential Retrofit PV Systems	
Installed by contractor with all licenses required by jurisdiction	
Each residence must have a unique utility meter	
<b>Electrical</b>	
Applicable National Electric Code	
600V Max per DC System Size	
Single phase 240 V only	
No Aluminum Wires	
Must Use 600V rated PV wire (due to outer diameter > 0.24" (6.1mm))	
Must use 90 deg C rated insulated wire	

  
 I hereby affirm that I reviewed SolarAPP eligibility and am submitting a system in compliance with the limitations therein

5. Repeat this process for **Fire, Structural, and Electrical** Specifications of the project. Any values entered that do not meet specifications will be automatically flagged.

6. Complete the required **Certifications** section and then select, **“Preview Project”**:

- Eligibility
- Fire
- Structural
- Electrical
- 5 Certifications**
- 6 Preview
- 7 Payment

New Project

UUID: e8bff212-ad3a-4875-bac3-a8e607c05623

## New Project 2023-12-18 16:39:25

301 Walnut St Washington, IL 61571

### SolarAPP+ Standard Certifications

#### Workers' Comp Information

By applying for this permit, you represent and warrant that you (i) have (and will have during the performance of the work) all valid approvals, certifications, and licenses required for the performance of the work for which this permit is issued, (ii) carry (and will carry during the performance of the work) all necessary insurance required by law or governmental authority in the jurisdiction and (iii) will comply with all applicable laws required in the performance of the work.

I agree to these terms and conditions.

Previous

[Save as a draft](#)

Preview Project

7. Once all specifications have been entered, SolarApp+ will allow you to review **Project Details** such as an Inspection Checklist, Permit Long Form, and Uploads submitted.

## Review Your Project Details

Your project design meets all requirements for SolarAPP+ approval. Please review your project details below to ensure they are accurate and proceed to pay for your SolarAPP+ approval.

Inspection Checklist   Permit Long Form   Uploads

### Inspection Checklist

1 / 4 | 82%

**Address:**  
301 Walnut St  
Washington, IL 61571

**Approval ID:**  
SAXXXXXXXXX-X-X-A

**AHJ:**  
City of Washington, IL

**Scope of work:**  
Example Solar Installation

**General Guidelines**

The installer shall follow the manufacturer's instructions for all installed equipment and shall have them available at the time of inspection.

All wire sizes shown are a minimum, unless indicated otherwise, and the installer may upsize them at their discretion.

All OCPD ratings shown must match the inspection checklist and be installed per the equipment manufacturer's instructions, any ratings that do not match the inspection checklist are valid reasons for inspection failure.

Conduit sizing to be confirmed at time of inspection. Contractor to provide conduit fill calculations where requested by inspector.

Where distribution equipment, such as the main service panel or subpanel buses, are fed simultaneously by a primary source(s) of electricity and one or more other power sources, interconnection shall have a method of compliance at each panel board with both a primary source and other power source(s).

**Diagram**


Diagram description: A schematic diagram showing a solar panel connected to a Main Service Panel (MSP) and a meter. The solar panel is connected to the MSP, which is then connected to the meter.

Previous   Go to Payment

8. Once your project has been reviewed, proceed to payment. Enter all relevant credit card information and select, “**Submit Payment**”. Please note that this is just payment for the SolarApp+ Administrative Fee and Processing Fee. Payment to the City of Washington for the solar permit will occur separately.

## SolarAPP+ Fee Payment

SolarAPP+ is a non-profit project supported by this platform administrative fee. All proceeds go to support the administration and improvement of SolarAPP+. You will pay your permit fee to the jurisdiction separately.

	SolarAPP+ Platform Administrative Fee	\$ 25
	Processing Fee	\$ 1.06
<b>Total</b>		<b>\$ 26.06</b>

### Credit Card Information

Use a different card ▼

Save Payment Info

Credit Card Number

1234 1234 1234 1234 •••

CVC Number

CVC

Expiration

MM / YY

Name on Card

Zipcode

•••

Submit Payment