



**Philadelphia C-PACE
COMPLETION CERTIFICATE**

Property Owner: _____

Property address: _____

This Completion Certificate is to affirm that the work to implement the C-PACE Project has been properly completed. Philadelphia C-PACE requires that the Qualified Contractor or ECM Survey provider commission the ECMS/renewable energy project prior to executing this Completion Certificate for the C-PACE Project.

The undersigned hereby certifies that the Project has been commissioned and a report has been completed. The commissioning report must be submitted to the C-PACE Administrator along with this completed form.

Please note that Philadelphia C-PACE recommends that the commissioning report include:

- a) A statement that systems have been completed in accordance with the ECM Survey and/or Renewable Energy Feasibility Survey and contract documents, and that the systems are performing as expected;
- b) Identification and discussion of any substitutions, compromises, or variances between the final design intent, contract documents and as-built conditions;
- c) Description of components and systems that exceed the owner's project requirements and those which do not meet the requirements and why; and
- d) A summary of all issues resolved and unresolved and any recommendations for resolution.
- e) Certification by the qualified firm or individual that prepared the post-construction commissioning report, including identification of the relevant professional credentials maintained by the firm or individual.

For retroactive C-PACE financing (after the Property Owner completes the installation of Energy Conservation Measure(s) or renewable energy measures), the Completion Certificate must include either (a) the requirements listed above or (b) a letter from a Qualified Engineering Professional, Qualified Renewable Energy Provider or Qualified Inspector certifying that through physical inspection and review of documents that the C-PACE project was completed in accordance with the ECM Survey and/or Renewable Energy Feasibility Survey and contract documents, and that the systems are performing as expected. The list of supporting documents validating construction completion status must be included in the letter as well as the credentials of the qualified professional.



Signature: _____

Print Name: _____

Date: _____

Title: _____

Company: _____

Professional Credential(s) maintained by the firm or individual that prepared the post-construction commissioning report: _____

Role in C-PACE project (Property Owner, Qualified Inspector, Building Inspector):

Accepted by Program Administrator

Signature: _____

Print Name: _____

Date: _____

Title: _____

Philadelphia Energy Authority, Philadelphia C-PACE Program Administrator

Attach commissioning report to this document when submitting for Program Administrator acceptance.

Final disbursement of the C-PACE financing may be made only when the Program Administrator signs and returns this document to the Capital Provider.