



PRINCE WILLIAM COUNTY

**Solar Energy Systems**  
**Certification for Real or Personal Property Tax Exemption**  
Pursuant to § 58.1-3661 of the Code of Virginia

Version 2011-05-06

Pursuant to § 58.1-3661 of the Code of Virginia, \_\_\_\_\_,  
Applicant's Name

hereby makes application for certification for tax exemption of solar energy equipment, facilities or devices  
located at: \_\_\_\_\_  
Street Address

\_\_\_\_\_ City State ZIP

and hereby submits the following information and certifies the following:

Owner's Name: \_\_\_\_\_

Owner's Phone: \_\_\_\_\_

Building Permit: \_\_\_\_\_

1. A copy of the approved plans, specifications, and drawings of the solar energy equipment, facilities or devices for which certification is requested is on file with the Building Development Division.
2. A brief narrative description of the function of the solar energy equipment, facilities or devices is incorporated into the approved plans.
3. The cost of the installed solar energy equipment, facilities or devices (materials and labor) *and* documentation of such costs is attached.

Total costs of installed solar energy equipment, facilities or devices: \$ \_\_\_\_\_

\_\_\_\_\_  
Applicant's Signature Date

*By checking this box, I agree to electronically signing this form.*

*Staff Use Only*

**This Section for County Use Only To Be Completed After Approved Final Inspections**

This is to certify that the solar energy equipment, facility or device described herein complies with the criteria set forth in 13 VAC 5-200-10 et seq. of the Virginia Administrative Code. The listed equipment has been inspected for compliance with the Virginia Uniform Statewide Building Code and has been installed for the purpose for which the equipment is intended.

\_\_\_\_\_  
Building Permitting Services Representative Date  
Building Development Division

Once certified by the Building Development Division, staff will forward the original form and the attached documentation of the project cost to:  
Real Estate Assessments (RW520)  
Department of Finance  
4379 Ridgewood Center Drive, Suite 203  
Prince William, VA 22192