



# VIRGIN ISLANDS ENERGY OFFICE SOLAR PLUS FINANCING PROGRAM APPLICATION WORKSHEET



**This is not an application.** This is a worksheet you can use as a guide to the information you will need to enter into the online application. This form **cannot** be left with the Energy Office.

## Applicant Information

**Name** \_\_\_\_\_ **Phone** \_\_\_\_\_  
 This name must match the name on your property deed and must appear on the tax return. **2<sup>nd</sup> Phone** \_\_\_\_\_

**Physical (Installation) Address** \_\_\_\_\_ **Mailing Address** \_\_\_\_\_  
 \_\_\_\_\_

**Email Address(es)** \_\_\_\_\_  
 This is the primary method of communication the VIEO will use regarding your application. Be sure you can access this email and check it regularly.

**District**                     St. Croix                     St. Thomas                     St. John

## Income

**Gross Annual Income** \_\_\_\_\_ **12 Month Average Consumption** \_\_\_\_\_  
 (This must match your 2021 VI Income Tax Return or Tax Summary) Enter the number on **Line 9** of form **1040-VI** Use either your monthly summary from customer service or your consumption report from your online account. Use the table below to help find the average.

**Total Income of other persons in the home**  
 \_\_\_\_\_  
 List the income of any other person filing taxes under this address. Include a copy of this return with your uploaded documents.

**Average Monthly Consumption**  
 If you are using the **Consumption History Report** from your WAPA customer portal Write down the consumption for the past 12 months.  
 If you are using the 12 Month **WAPA Account Summary** just write the total.

Month 1.	Month 4.	Month 7.	Month 10.
Month 2.	Month 5.	Month 8.	Month 11.
Month 3.	Month 6.	Month 9.	Month 12.
Total:			Average: (total/12)

- Please be sure to include the following with your application.
- Your WAPA account summary – request in person or by phone from WAPA Customer Service
  - **or** Your Monthly Consumption Report – download from your customer portal. Instructions online.
  - Your property Deed
  - A VI government-issued photo ID (driver’s license, senior citizen card, etc.)
  - 2021 1040-VI Income Tax Return with IRB stamp
  - **or** 2021 Income Tax Transcript – request with IRS Form 4506-T
- Examples of these documents are available on our website or in our offices.