

APPLICANT	
Electricity Account No. as shown on electricity bill (for REC purchase billing)	
Name of Registered Customer (the Applicant)^[a] as shown on electricity bill (name to be printed on REC)	
Applicant's Representative	<input type="checkbox"/> Mr. Surname _____ Given Names _____ <input type="checkbox"/> Ms. _____
	Job Title: _____
	Contact: Phone _____ Email _____
Email for Receiving the Electronic REC	
PURCHASE OF RENEWABLE ENERGY CERTIFICATE (REC)	
Purchase Quantity from 100 to 10,000 units	Units (i.e. one unit of electricity means one kWh of electricity generated from local renewable energy sources, please refer to Clause 2.1 of the Terms and Conditions (Small Purchase))
Notes: [a] Full name as shown on HKID/Passport (for a person), Business Registration Certificate/Certificate of Incorporation (for a company) or other registration/incorporation document (for other entities) should be identical to the full name of the registered customer of the electricity account. If not, please arrange to amend the name of the registered customer before submitting the application. <input type="checkbox"/> Please tick as appropriate.	
APPLICATION FOR OTHER SMART POWER SERVICES (OPTIONAL)	
I/We would also like to apply for other schemes/programmes under Smart Power Services (please tick all that apply), and request HK Electric to contact and follow up with me/us on the respective application processes.	
<input type="checkbox"/> Smart Power Energy Audit (for non-residential customers): Free energy audit with written report. (www.hkelectric.com/SPEA-en)	
<input type="checkbox"/> Energy-efficient Equipment Subsidy (for non-residential customers already conducted energy audits): Subsidy (capped at \$150,000) at 50% of turnkey project cost for retrofitting of energy-efficient equipment. (www.hkelectric.com/SPCF-en)	
PERSONAL DATA COLLECTION STATEMENT	
Purpose of Collection The personal data and other related information provided by you in the application form will be used by HK Electric solely for the purposes of processing your application and/or request in respect of other schemes/programme under Smart Power Services for which you would like to apply. The provision of personal data and other related information in the application form is voluntary. However, if you do not provide adequate and accurate data, we may not be able to process your application and/or request.	
Transfer of Personal Data Your application forms, and other related information may be provided to the HKSAR Government for auditing and verification purposes, and will also be provided to other departments or the service providers assigned by HK Electric for the purposes of verifying the particulars provided by you and other purposes related to the Smart Power Services. HK Electric will disclose your personal data when required to do so by law or in response to requests from law enforcement agencies or the Government, or if explicit consent to such disclosure is given by you.	
Access to Personal Data To request a full copy of the Privacy Policy Statement, for enquiry, for data access and correction, please refer to the website: www.hkelectric.com , email us at personaldata@hkelectric.com , call us at 2887 3411, fax to 2510 7667 or write to 9/F Electric Centre, 28 City Garden Road, North Point for the attention of our Personal Data Protection Officer.	

SMART POWER SERVICES
Renewable Energy Certificate (REC) Scheme
APPLICATION FORM (SMALL PURCHASE)

DECLARATION AND SIGNATURE BY APPLICANT

I/We do not consent to HK Electric to disclose the Applicant's name as a REC purchaser to be published on its website and/or other publicity/communication materials as stated in Clause 8.1 under the Terms and Conditions (Small Purchase).

I/We declare that the information provided in this form and all associated documents are complete, true and correct. I/We have read and agree to be bound by the terms and conditions of REC Scheme (as set out in this Application Form and may be revised from time to time). I/We also acknowledge that I/we have read and understand the Personal Data Collection Statement above.

I/We also confirm that the above Applicant's Representative is designated and authorised by me/us to act on my/our behalf in all matters relating to this application under this application, and you are entitled to treat all communications (oral or written) with him/her as proper communications with the Applicant.

Name of Signatory*	Signature and Official Chop#
Job Title	
Date	

Notes: * The personal applicant or the authorised signatory for company/organisation applicant.

Company/organisation applicant should also stamp its official chop beside the signature.

Please tick as appropriate.

1. Introduction

- 1.1 HK Electric establishes a Renewable Energy Certificate Scheme (the **REC Scheme**) for HK Electric's customers under its 2019-2033 Scheme of Control Agreement (the **SCA**). Through purchasing the Renewable Energy Certificates (**REC**), customers may support for the development of renewable energy (**RE**) in Hong Kong and may make use of the REC to achieve their RE/environmental targets.
- 1.2 In a calendar year, any purchase of REC under the same electricity account with a cumulative quantity of not more than ten thousand (10,000) units of electricity generated from RE is qualified as **Small Purchase**. Further details regarding the REC are set out in Clause 2 below and also in HK Electric's REC Assurance Specification (the **Specification**) published on HK Electric's website at www.hkelectric.com/REC-en.
- 1.3 REC purchases that do not qualify as Small Purchase may qualify as **Bulk Purchase**, which can be applied by submitting to HK Electric a separate completed REC Scheme Application Form (Bulk Purchase). For details, please refer to the Terms and Conditions (Bulk Purchase) under REC Scheme Application Form (Bulk Purchase) published on HK Electric's website at www.hkelectric.com/REC-en.
- 1.4 These Terms and Conditions set out the application process and other terms and conditions, unless otherwise specified below, for the Small Purchase. HK Electric may from time to time revise these Terms and Conditions and the Specification. Notice of any revision will be conclusively given by publishing the revision on HK Electric's website at www.hkelectric.com or by sending to applicants a copy of the revised Terms and Conditions and the revised Specification or an appropriate extract or summary of the same. Any such revision will replace all previously published Terms and Conditions and Specification and will take effect from the date when the revision is first published on HK Electric's website (or such later date specified in the revision).

2. Renewable Energy Certificate

- 2.1 Each unit carried in a REC represents all the environmental attributes associated with one unit (means one kWh) of electricity generated from local RE sources (solar photovoltaic and wind power systems). A REC purchaser has the right to claim environmental benefits associated with the amount of electricity carried in the REC. Such unit of electricity is either generated by HK Electric or purchased from its customers through the Feed-in Tariff Scheme by HK Electric.
- 2.2 The environmental attributes of the electricity generated by RE which is carried in REC is priced at a premium to the existing electricity tariff rate. The applicable prevailing REC unit price is published on HK Electric's website at www.hkelectric.com/REC-en.
- 2.3 The vintage of REC to be sold in a calendar year represents those electricity generated by RE during that calendar year (twelve (12) months), the last six (6) months of the preceding calendar year, and the first three (3) months of the following calendar year.

- 2.4 HK Electric has the sole and absolute discretion to determine the quantity of REC to be sold each year and its decision shall be final.
- 2.5 REC will be issued and dispatched in electronic format. The information shown on each REC (the **REC Information**) will include the name of the REC purchaser (same as the name of the registered customer of the electricity account), purchase quantity, a unique certificate number, calendar year and issue date of the REC.
- 2.6 The public may verify the REC Information on any REC by checking against the REC Information published by HK Electric on its website. The REC Information published on HK Electric's website shall prevail in case of any discrepancy. Any incorrect REC Information on the REC should be notified to HK Electric by the Applicant for amendment on both the REC and HK Electric's website. Any changes to the information contained in a REC not made by HK Electric shall render the REC void.

3. Eligibility

- 3.1 An application for Small Purchase (the **Application**) will only be considered if all of the following conditions are satisfied:
 - a) the applicant (the **Applicant**) is a registered customer (the **Customer**) of a HK Electric's electricity account (the **Electricity Account**);
 - b) the minimum purchase quantity is one hundred (100) units and under the same Electricity Account shall not be more than ten thousand (10,000) units (whether by way of single or multiple applications); and
 - c) the Application Form is duly completed with correct Applicant's information including the Electricity Account number and the name of the Customer.

4. Application Process

- 4.1 The Applicant shall make the application for REC Scheme's Small Purchase by submitting to HK Electric a duly completed REC Scheme Application Form (Small Purchase) (available at HK Electric's website: www.hkelectric.com/REC-en) by email to REC@hkelectric.com (please mark "**Application for REC Scheme's Small Purchase**" in the email subject).
- 4.2 HK Electric will not process the Application if any one of the conditions under Clause 3.1 does not satisfy.
- 4.3 Once an Application has been registered in the Inventory System (for details regarding the Inventory System, please refer to the Specification published on HK Electric's website at www.hkelectric.com/REC-en), HK Electric will send a **REC Registration Confirmation** by email and post to the Applicant indicating such registration and pending for REC allocation.

- 4.4 The Applicant shall, prior to the Application, designate and authorise a natural person to be the Applicant's Representative to act on its behalf in all matters in relation to the Application. HK Electric shall treat communications from or requests by any of the Applicant's Representative as duly authorised by the Applicant, and shall be at liberty to ignore any communication from or request by any other person (regardless of whether such person has any interest in the relevant Service Address). HK Electric will not become involved in, nor will it be responsible for, any dispute between owners or other parties interested or claiming an interest in the Service Address.
- 4.5 To ensure HK Electric's ability to communicate with only a person duly authorised by the Applicant, the Applicant shall immediately notify in writing HK Electric of any change in the Applicant's Representative or any change in his/her particulars (and in case of a change of an Applicant's Representative, provide evidence satisfactory to HK Electric of the appointment, designation and/or authorisation of the successor of Applicant's Representative).

5. REC Allocation

- 5.1 In each calendar year, HK Electric will, on a first-come-first-served basis based on the **Date and Time of Receipt of the Application** confirmed in HK Electric's acknowledgement email (the Date and Time of Receipt of the Application is the date and time of receipt by HK Electric's email server) and subject to the REC inventory available or will be available for the calendar year, allocate REC to the Applicant.
- 5.2 The charge for the REC purchase will be reflected in electricity bill of the Applicant. Such charge is determined based on the prevailing REC unit price and the purchase quantity in the Application Form. Upon the bill is settled, HK Electric will send a **REC Dispatch Notification** via email attaching the electronic REC to the Applicant. The electronic REC can also be viewed/downloaded via HK Electric's Account-on-Line (AOL) platform after the Applicant has separately registered for the AOL service.
- 5.3 HK Electric has the sole and absolute discretion to determine the quantity of REC to be allocated to an Applicant based on the factors which HK Electric considers relevant, including but not limited to, the quantity of REC to be sold each calendar year as determined by HK Electric under Clause 2.4 and its decision shall be final.

6. Termination of Application

- 6.1 The Application shall be terminated in the following circumstances:
- a) If the charge for REC purchase is not paid in full within ninety (90) calendar days from the date of the electricity bill as stated in Clause 5.2, the Application shall automatically be terminated, and no REC will be allocated to the Applicant. HK Electric will send a **REC Application Termination Notification** via email to the Applicant confirming the termination of the REC allocation and the date of termination. Upon such termination,

- i. any partial payment made for the REC purchase will be refunded to the Applicant and such refund amount will be credited to the Applicant's Electricity Account; and
 - ii. HK Electric shall be entitled to, at its sole and absolute discretion, refrain the Applicant from re-applying for REC Scheme's Small Purchase; or
- b) If the Applicant, at any time before the date of the electricity bill referred to in Clause 5.2, is no longer a Customer of HK Electric. HK Electric will send a **REC Application Termination Notification** via email to the Applicant confirming the termination of the Application; or
 - c) Any Application with no REC allocation being made shall automatically be deemed terminated on 31 December each year, and HK Electric will send a **REC Registration Expired Notification** via email to the Applicant indicating the expiry and termination of the Application; or
 - d) The Applicant may withdraw the Application without giving a reason any time by giving HK Electric a thirty (30) days' prior written notice. HK Electric will send a **REC Application Withdrawal Confirmation** via email to the Applicant confirming the withdrawal of purchase application and the date of the withdrawal.

7. Limitation of Liability

- 7.1 The sold REC cannot be cancelled or refunded, and shall not be transferred, re-sold or traded.
- 7.2 Save to the extent required by law, HK Electric shall not be liable (whether monetary or otherwise) for:
 - a) any loss or damage to the REC Scheme of whatsoever nature and howsoever arising;
 - b) any loss or damage relating to and/or arising out of the REC Scheme;
 - c) any loss or damage to any third person; or
 - d) any indirect or consequential or economic loss, or loss of revenue, profit or data.

8. Data Protection and Information Disclosure

- 8.1 The Applicant consents to HK Electric to publish on its website (or other publicity/communication materials, such as leaflets, brochures, posters, banners, videos, interviews, advertisements, websites, mobile phone applications, etc.) details of the REC, including but not limited to, the name of REC purchaser, calendar year, issue date, certificate number and purchase quantity.

SMART POWER SERVICES
Renewable Energy Certificate (REC) Scheme
TERMS AND CONDITIONS (SMALL PURCHASE)

- 8.2 The Applicant shall ensure that a valid consent has been obtained from the Applicant's Representative before transferring their contact information to HK Electric.
- 8.3 It is the Applicant's responsibility to notify HK Electric from time to time any update to the contact information of the Applicant's Representative.

9. General

- 9.1 A term or condition of the REC Scheme may not be waived by HK Electric except in writing.
- 9.2 If there is any inconsistency or ambiguity between the English and Chinese versions of these Terms and Conditions and the Specification, the English version shall prevail.

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