**Compliance letter template**

Fill out this template to confirm that you are in compliance with the provisions of the Electricity Act, and the Regulations and Directives, as well as the specific conditions attached to your approval. You should replace the **BOLD** sections of text with your information and submit it to comfit@novascotia.ca. This letter will be used to confirm to NSPI that you remain an eligible applicant before they sign a Power Purchase Agreement with you.

Please accept the following letter as our confirmation that **(INSERT APPLICANT, PROJECT NUMBER AND LOCATION)** is in compliance with all regulations and directives relating to the COMFIT program.

The project is in compliance with the initial application. No significant alterations have been made since submission without the written approval of the Department. This includes

Site location: **Please confirm Property ID**

Technology: **Please confirm technology and size**

Partnership and ownership structure: **Please provide a brief description of the finalized partnership and equity agreement**

**Please provide the Department with a copy of the finalized partnership or other corporate agreement if applicable**.

The project is in compliance with all requirements of the *Renewable Electricity Regulations.*

I have reviewed all relevant program Directives. The project is in compliance with all relevant Program Directives issued at the time of approval, specifically **(include all that apply):**

**Program Directive 001: Small Wind Projects Cluster and Distribution**

* 1. **Program Directive 002: Biomass Eligibility**
	2. **Program Directive 003: COMFIT Approval Conditions**
	3. **Program Directive 004: COMFIT Annual Progress Report**
	4. **Program Directive 005: COMFIT Renewable Electricity Device Standards**
	5. **Program Directive 006: Timings for CEDIF’s to Demonstrate Eligibility for COMFIT**
	6. **Program Directive 007: COMFIT Eligible Entity Equity and Ownership Requirements**
	7. **Program Directive 008: Projects Competing for Distribution Capacity**
	8. **Program Directive 009: Community Feed in Tariff Run of River Hydro Definition**

The project meets the ownership and equity requirements of the COMFIT program as detailed in the *Renewable Electricity Regulations,* and Program Directives

The project has conducted a minimum of two public consultation meetings with evidence submitted to the Department of Energy. To the best of my knowledge, there are no significant outstanding issues.

The project has obtained (or will obtain) all necessary permits including municipal development permits and environmental approvals.

**Please provide a detailed list of all the required permits with regards to this project, and the status of their completion.**

The project has conducted all studies/screenings/environmental assessments as required by the Department of Natural Resources, Department of Environment, or Communities Culture and Heritage and Nova Scotia Power Inc.

**Please indicate the studies that have been completed for this project.**

The project has met or in on schedule to meet all the conditions outlined in the Ministerial Approval Conditions letter **(INSERT DATE OF APPROVAL LETTER),** including any amendments**.**

By signing below, I certify that all information provided is true and accurate to the best of my knowledge. I acknowledge that the provision of false information or non-compliance with the *Renewable Energy Regulations* may result in the revocation of COMFIT approval and termination of the Power Purchase Agreement with Nova Scotia Power.

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**SIGNATURE**