



**Solar Energy Equipment, Facilities or Devices  
Certification for Real Property Tax Exemption  
Pursuant to § 58.1-3661 of the Code of Virginia**

Pursuant to § 58.1-3661 of the Code of Virginia \_\_\_\_\_,  
Owner's Name or Authorized Agent

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 documents:

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

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

Owner's Email: \_\_\_\_\_

Tax Map ID: \_\_\_\_\_

1. A copy of the plans, specifications, and drawings of the solar energy equipment, facilities or devices for which certification is requested.
2. A brief narrative description of the function of the solar energy equipment, facilities or devices.
3. The cost of the installed solar energy equipment, facilities or devices (materials and labor) *and* documentation of such costs.

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

\_\_\_\_\_ Owner's Signature \_\_\_\_\_ Date

\_\_\_\_\_ Authorized Agent Signature (if applicable) \_\_\_\_\_ Date

**Submit the completed form to [CodeAdministration@fairfaxva.gov](mailto:CodeAdministration@fairfaxva.gov). Once certified by the Office of Code Administration, this application will be forwarded to the Office of Real Estate Assessments for review of the cost associated with the installation and equipment, and the calculation of the value of tax credit pursuant to § 58.1-3661 of the Code of Virginia and the Code of the City of Fairfax. The Office of Real Estate Assessments will issue a separate letter to the applicant. This letter will explain the calculation of the value of the tax credit and the time period for which the tax credit will apply. Please contact the Office of Real Estate Assessments at 703-385-7840, if you have questions about this part of the process.**

***This Section for City Use Only***

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 Uniform Statewide Building Code and has been installed for the purpose for which the equipment is intended.

\_\_\_\_\_ Office of Code Administration Authorized Signature \_\_\_\_\_ Date

\_\_\_\_\_ Building Permit Number

\_\_\_\_\_ Electrical Permit Number