

***Marketed Renewable Electricity Sales Report  
Maryland Renewable Energy Portfolio Standard Program***

***Filing Instructions for the  
Maryland Renewable Energy Portfolio Standard Program***

To file a report with the Maryland Public Service Commission, file one signed and verified original, seventeen (17) complete copies, and an electronic version of your report and attachments with the Commission's Executive Secretary in Baltimore, Maryland:

***Executive Secretary  
Maryland Public Service Commission  
6 St. Paul St.  
Baltimore, MD 21202***

All reports must be submitted on the Commission's form for the report year. You must use the appropriate form to submit your report. If you need more space than is provided on the form or if you are attaching exhibits, all attachments must be labeled or tabbed to identify the report item to which they correspond. You are also required to file an electronic version of the document using any version of Microsoft Word or Adobe PDF software. A compact disc must accompany the paper copy to be filed with the Maryland Public Service Commission.

Questions pertaining to completion of this report may be directed to the Integrated Resource Planning Division at the above address or you may call the Division at the following numbers: (410) 767-8085. You may reach the Division electronically at [kevin.mosier@maryland.gov](mailto:kevin.mosier@maryland.gov).

Applicable law: The provisions set forth in this report refers to provisions codified in the Maryland Annotated Code, Public Utility Companies Article, § 7-701 – 7-713 and in the Code of Maryland Regulations as implemented through Title 20, Subtitle 61.

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**COMAR 20.61.04.01 Consumer Protection**

- A. A supplier shall retire one renewable energy credit for each megawatt-hour (MWh) of retail sales of electricity marketed as having characteristics of a Tier 1 renewable source or a Tier 2 renewable source.
- B. A supplier contract for the sale of electricity that is marketed as renewable or having the characteristics of  
Tier 1 renewable source or Tier 2 renewable source shall include:
  - (1) The RPS for each year covered by the contract of sale; and
  - (2) A statement that Tier 1 renewable source or Tier 2 renewable source RECs retired may be used to meet the supplier's RPS obligation for that particular sale; and
  - (3) A statement that a supplier may meet its RPS obligation by paying a compliance fee to the Maryland Renewable Energy Fund under Public Utility Companies Article, §7-705(b), Annotated Code of Maryland.
- C. The statement required by §B(3) of this regulation shall include, if appropriate, the dollar amount of the Tier 1 and Tier 2 compliance fee.
- D. Report Required.
  - (1) On or before April 1 of each year, a supplier shall file with the Commission a report of any activity under §A of this regulation on a form provided by the Commission.
  - (2) The supplier report required under §C(1) of this regulation shall include:
    - (a) Total retail sales of electricity marketed as renewable energy in Maryland by the supplier for the preceding calendar year; and
    - (b) Total RECs associated with sales of renewable energy in Maryland retired by the supplier during the preceding calendar year.

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Name of Electricity Supplier: \_\_\_\_\_

Supplier Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Fax: \_\_\_\_\_

Total retail sales of electricity marketed as renewable energy in Maryland by the supplier for the preceding calendar year: \_\_\_\_\_ (in MWhs)

Total RECs associated with sales of renewable energy in Maryland retired by the supplier during the preceding calendar year: \_\_\_\_\_ (in MWhs)

**Required Documentation:**

☐ Affidavit of General Compliance

Under penalty of perjury, the undersigned hereby affirms that he/she is authorized to and hereby does make this report for the Facility and that based upon personal knowledge and information the contents of this report are true.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name and Title

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***AFFIDAVIT OF GENERAL COMPLIANCE***

State of \_\_\_\_\_ :  
County of \_\_\_\_\_ : ss.

\_\_\_\_\_, Affiant, being duly [sworn/affirmed] according to law, deposes and says that:

He/she is the \_\_\_\_\_ (Officer/Affiant) of \_\_\_\_\_ (Name of Applicant);

That he/she is authorized to and does make this affidavit for said Applicant.

That the Applicant herein certifies to the Commission under penalty of perjury that:

The Applicant further certifies that he/she has personally examined and is familiar with all information contained in the forgoing report, including any attachments and appendices, and further certifies that information to be true, correct, and complete.

\_\_\_\_\_  
Signature of Affiant

Sworn and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Signature of official administering oath

My commission expires \_\_\_\_\_.