

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Recipient Name]  
[Recipient Title]  
[Organization Name]  
[Organization Address]  
[City, State, Zip Code]

Dear [Recipient Name],

Subject: Application for Registration of PV System

I am writing to formally apply for the registration of my photovoltaic (PV) system, installed at [Installation Address]. The details of the installation are as follows:

- **\*\*System capacity\*\***: [e.g., 5 kW]
- **\*\*Installation date\*\***: [e.g., MM/DD/YYYY]
- **\*\*Installer's name\*\***: [Installer Company Name]
- **\*\*Model of solar panels\*\***: [Brand/Model]

Attached to this letter, you will find the necessary documents for your review, including:

- Proof of installation
- Warranty information
- Safety compliance certificates
- Any other relevant documents

I certify that all information provided is accurate, and I am looking forward to your prompt response regarding my registration application. Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]