**Renewable Energy Program**

**Request for Confidentiality**

A person or entity may file a request with the Commission to have material(s) designated as confidential. By law, the request is confidential. The request for confidentiality should be strictly limited to information that meets the criteria to be identified as trade secrets or commercial, financial, or proprietary information. The Commission shall examine the request and determine whether the information meets the criteria. Until such time as the Commission meets and reviews the request for confidentiality, the portions of the application for which confidentiality is being requested shall be held, on a provisional basis, as confidential.

If the confidentiality request is denied, the Commission shall notify the requester and the requester may ask for the return of the information and the request within 10 days of the notice. If no return is sought, the information and request are public record.

Note: Information wished to be considered as confidential should be placed in separate appendices along with the confidentiality request. The appendices must be clearly labeled as confidential. If you plan to request confidentiality for **reports** if the proposal is successful, a request must still be provided.

**Applicant**:

**Application Title:**

Please provide the following information. Use additional pages if more space is needed.

1. A general description of the nature of the information sought to be protected.

1. An explanation of why the information derives independent economic value, actual or potential, from not being generally known to other persons.
2. An explanation of why the information is not readily ascertainable by proper means by other persons.
3. A general description of any person or entity that may obtain economic value from disclosure or use of the information, and how the person or entity may obtain this value.
4. A description of the efforts used to maintain the secrecy of the information.

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Signature

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Title

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Date