

Exemption Request Form

This form is for project proponents, authorized representatives, and validation/verification bodies (VVBs) submitting exemption requests for projects using the Climate, Community & Biodiversity Standards (CCBS) Program, Jurisdictional and Nested REDD+ (JNR) Framework, Plastic Waste Reduction Program (Plastic Program), Sustainable Development Verified Impact Standard (SD VISta) Program, and Verified Carbon Standard (VCS) Program.

Instructions for Completing the Exemption Request Form

**FILE NAME**: Use the following format for the file name of the completed document:

* [PROGRAM]\_ExemptionRequest\_ProjectID\_DDMMMYYYY

**FILE TYPE**: Submit the document as a non-editable PDF.

**GENERAL FORMATTING**: Complete all sections using size 10.5, black, regular (non-italic) Arial or Franklin Gothic Book font.

**GENERAL INSTRUCTIONS:** Specific instructions for filling in each section of the template are provided in each section. Instructions are based on the procedure set out in the *Exemption Request Procedure* and accompanying program documents – you will need to refer to these documents to fill in the template.

The instructions in this template serve as a guide and do not necessarily represent an exhaustive list of the information needed in each section of the template.

Where a section is not applicable, explain why (i.e., do not delete the section from the final document and do not only write “not applicable”).

Delete all instructions, including this introductory text, from the final document.



Exemption Request Form

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| --- | --- |
| **Program(s)** | Choose an item. |
| **Project ID** | *Verra Project ID* |
| **Project title** | *Name of the project* |
| **Contact person** | *Full name of contact person(s)* |
| **Organization name** | *Name of organization* |
| **Role in project** | Choose an item. |
| **Date of submission** | *DD-MMM-YYYY* |

# Exemption Request details

*Complete the table below. Please copy the table template for each rule or requirement you are seeking an exemption for.*

|  |  |
| --- | --- |
| **Program** | Choose an item. |
| **Program document** | Choose an item. |
| **Program document version** | *Version number of document (e.g., v4.7). Please ensure the correct version is shared to prevent denial of the request.* |
| **Section of program document** | *Section number of document (e.g., Section 2.1.1(b)). Please ensure the correct section is shared to prevent denial of the request.* |
| **Exemption request type** | Choose an item. |
| **Justification for exemption request** | *Justify and explain that the exemption request is eligible.*  *Justify and describe the extraordinary circumstances the project proponent or VVB faced.*  *Include timelines and evidence to illustrate the circumstances. Additional evidence may be submitted as an appendix or separate documents.* |