



SOLAR ENERGY PROGRAM: COMMERCIAL SOLAR WATER HEATING CHECKLIST

If you plan to participate in the commercial solar water heating program, please use the checklist below to help guide you through the process:

- Contact SRP to request information (or download the applications at www.srpnet.com/solarbiz).
- Work with a licensed contractor to select a system that meets your needs and our program requirements. SRP does not sell or install solar energy systems.
- Mail the application to SRP for review and incentive reservation (typically takes 5-10 business days). To get an incentive reservation, you must submit at least the following:
 - Signed SRP EarthWise Solar Energy application and agreement.
 - Signed contract with the solar installer, or signed Letter of Intent listing the total estimated project cost, major components and site location.
- Submit the following additional documents to SRP which are required to complete the application:
 - Energy savings and design output report (ES&D).
 - Description of System: One-line diagram, details of equipment
 - System performance: Evaluation spreadsheet(s), PE Stamp verifying evaluation
 - Contracts and Permits: Invoice, liability insurance, business license, building permit, AZ RoC License number
- SRP will review the system drawings to ensure it meets our requirements (typically takes 2-3 weeks).
- SRP will notify you of confirmation of your reservation.
- Work with your contractor to have the system permitted, installed and inspected as required by local and state codes, if applicable.
- Upon completion of system installation (including customer owned BTU meter) contact SRP to schedule site inspection.
- When your system passes site inspection, SRP will begin the 365-Day Performance Verification Test.
- Contact SRP to schedule final reading of BTU meter at end of 365-Day Performance Verification Test. The EarthWise Solar Energy incentive will be issued after acceptance of the test results (payment is typically made within 2-4 weeks).

Program Contact Information

Mail: SRP EarthWise Solar Energy
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