NEW BUILDING CHECKLIST

Do not send to the SRP Business Solutions team unless all boxes are checked.

LIGHTING APPLICATION	X
ComCheck or IECC calculations	
Fixture Schedule *- or Lighting Fixture Submissions / Cut Sheets*	
Reflected Ceiling Plans	
Pay Apps and/or Invoices with Matching Product Part Numbers and Quantities	
SRP Lighting Application with Customer Information Tab Filled Out	
Ink-Signed and Scanned Terms & Conditions and W-9*	
DLC Screenshots (Look to Manufacturer's Rep Agency)	

NONLIGHTING & CUSTOM APPLICATIONS	X
Pay Apps and/or Invoices with Matching Product Part Numbers and Quantities	
As-Built Mechanical/Architectural/Structural Drawings and Submittals	
Building Envelope ComCheck	
Mechanical Equipment Submittals	
Ink-Signed and Scanned Terms & Conditions and W-9	
SRP Nonlighting and Custom Applications with Customer Information Tab Filled Out	

***Program allows digital signatures from approved electronic signature tools.**

For the New Construction Solutions program, please consult the program manual available at savewithsrpbiz.com or contact us at (602) 236-3054.

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