



INSTALLATION VERIFICATION FORM

Submit this **Installation Verification Form**, along with itemized invoice(s) for all equipment and labor, after project installation.

PROJECT DATES

*Incentive Application Submitted
*Project Installed
*Installation Verification Submitted

PROJECT SITE

*Business Name	*Project #
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Must complete all * boxes to submit form.

PROJECT CHANGES & PERMIT

*Have any changes been made to the equipment specified in the original submitted Incentive Application? <input type="checkbox"/> NO: The project was completed as described therein. <input type="checkbox"/> YES: Revised Incentive calculations showing the relevant changes are attached.			
*Was a permit required for this project? (if yes, provide info)	<input type="checkbox"/> Yes <input type="checkbox"/> No	*Permit Number	*Permit Issuing Agency

CONTRACTOR INFORMATION – For Program or Customer Contractor.

*Company Name	*Telephone
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PROJECT COSTS & INCENTIVE REQUESTED

*Equipment Cost \$	*Labor Cost (for Self-Installation only): NUMBER OF HOURS _____ @ x RATE \$ _____ /HR = \$ _____
*TOTAL COST \$	*TOTAL INCENTIVE \$

PAYEE INFORMATION – Payee must have a W-9 on file with the Program.

*Make Incentive Payable To	Notes (Attention To, etc.)		
*Incentive Mailing Address	*State	*Zip Code	*Telephone

*Signatures from BOTH the CONTRACTOR and the CUSTOMER Are Required (Customer only for Self-Installation)

By the signatures below, both Contractor (SFEW Participating Contractor of Customer's, if one was involved) and Customer certify that: The improvement or installation complies with any applicable permitting requirements and, if a contractor performed the installation or improvement, the contractor holds the appropriate license for the work performed. The information presented here, including any change orders, is correct and that all equipment and materials used in the retrofit project have been furnished and installed according to equipment specifications and the work has been completed satisfactorily. Contractor certifies that all products and labor have been warranted as required and that Customer is fully aware of such warranties. Contractor, or Customer for a Self-Installation project, agrees to destroy and dispose as trash, or dispose as hazardous waste, all removed equipment, in accordance with proper recycling or disposal laws and requirements. Contractor and Customer certify that they have not accepted any financial incentives (i.e., incentives offered by Pacific Gas & Electric or any other energy-efficiency program towards work that is covered by this application) from a source other than SF Energy Watch for the measures in this project. Incentive payment will be made to Payee listed above.

CONTRACTOR Representative (print)	Signature	Date
CUSTOMER Representative (print)	Signature	Date

MAKE SURE YOUR COMPLETE APPLICATION INCLUDES:

- This form, filled out completely and accurately
- Incentive Application, if not submitted previously
- Revised VRT if changes have been made
- Revised engineering calculations, if applicable
- Itemized invoice for all equipment and labor
- All required signatures

<p>PLEASE SEND COMPLETED APPLICATION TO: SF Energy Watch Newcomb Anderson McCormick 201 Mission St, Suite 2000 San Francisco, CA 94105 Email: Contact@SFEW.info</p>
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