

# Solar Installation Process

## 1. Initial Interconnection Form

Solar Works submits an online Authorization and Agreement form to PG&E, giving Solar Works permission to complete the Interconnection process on your behalf. You will receive an email request from PG&E to e-sign the form.

## 2. Installation Site Visit (if needed)

Solar Works staff may schedule a meeting with you at your property to make decisions regarding inverter location, conduit runs and details of your installation. Often, these decisions have been made at the original site visit, thus a follow-up visit will not be needed. With your approval, we put a small Solar Works lawn sign on your property, to remain in place until your system orientation.

## 3. Installation Scheduling

Solar Works staff contact you to schedule the installation date. However, weather conditions or other unforeseen circumstances may require us to reschedule. Please contact our Installation Coordinator as soon as possible if you need to make a scheduling change.

## 4. Solar Electric System Installation

A typical roof installation takes from one to three days. Ground mounts may take up to five days. Our installers usually arrive between 8 and 9 am. For safety reasons, we ask that pets or children be kept out of the work area. Please notify our installers about restroom access.

## 5. Final Building Inspection/Permit Sign-off

Upon project completion, Solar Works schedules the final inspection. On the morning of the inspection we find out the inspector's arrival window and inform you of the time frame. A Solar Works installation team member meets the inspector at your property. You do not need to be present, but we need access to all installation equipment. Your installation is complete when the building inspector signs off your permit. At that time, we give you an invoice and final payment is due.

## 6. PG&E Interconnection

Solar Works completes the PG&E Interconnection Application. PG&E reviews the application, and if needed, switches out your meter within 30 business days. A few days after switching meters, you receive a Permission to Operate (PTO) email welcoming you to PG&E's solar net-energy metering program.

Once we receive PTO, we can turn on your system and give you an orientation.



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