SONOMA COAST INCENTIVE PROJECT
SAMPLE SUPPORTING DOCUMENTS

APRIL 22, 2020
# Sample Supporting Documents

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Sample Supporting Documents

Best Practices

All scans or photos of supporting documents must be legible and include all pages and sections, unless otherwise specified.

Proof of Payment

All invoices are required to have proof of payment, such as a paid stamp, with a payment date by the invoicing business or organization.

Receipts, wire transfers or cashed checks with corresponding bank statements and a payment date may be used to supplement proof of payment.

Larger Construction Projects

For larger construction projects, work and associated costs pertaining to the EV charger project should be specifically listed and identified on all invoices.

Authorities Having Jurisdiction (AHJs)

AHJ applicants may alternatively submit other documents in lieu of the following:

<table>
<thead>
<tr>
<th>REQUIRED</th>
<th>ALTERNATIVE</th>
</tr>
</thead>
<tbody>
<tr>
<td>DESIGN INVOICE</td>
<td>AHJs with in-house design work may alternatively submit a description of design work on official AHJ letterhead supplemented by an invoice or other accounting document(s) clearly showing incurred design costs and the dates the costs were incurred. The installation site address must be listed.</td>
</tr>
<tr>
<td>PERMIT</td>
<td>A letter on official AHJ letterhead explaining the AHJ is a self-permitting agency and that a permit for the approved EV charger project at the installation site is not required. The installation site address must be listed.</td>
</tr>
<tr>
<td>INSTALLATION PURCHASE INVOICE</td>
<td>AHJs with in-house installation may alternatively submit a description of the installation work on official AHJ letterhead supplemented by an invoice or other accounting document(s) clearly showing incurred installation costs and the dates costs were incurred. The installation site address must be listed.</td>
</tr>
<tr>
<td>FINAL INSPECTION CARD</td>
<td>A letter on official AHJ letterhead explaining the AHJ is a self-permitting agency and that the approved EV charger project at the installation site is complete and in compliance with all municipal laws, rules, codes and regulations. The installation site address must be listed.</td>
</tr>
</tbody>
</table>
Sample Supporting Documents

Site Verification Form

(Required for all applicants, regardless of site ownership)

✓ A completed Site Verification Form must have all fields filled out.
✓ Digital signatures must be manual and can include signing with a pen or cursor. Digital signature stamps without a manual signature are not accepted.
✓ Site Verification Form must be submitted within five (5) calendar days of application submittal or the application will be automatically cancelled.

Sample

![Site Verification Form Image]
PROPERTY OWNER

Please provide the name of the company, city, trust, or individual that owns the property.

Property Owner Name: ____________________________

Please provide the following contact information for the Property Owner or a representative of the Property Owner who can answer follow up application questions if needed.

Contact Name (first and last): _______________________

Phone: ________________________ Email: ________________________

Please provide the full installation address in the section below, including street address, city, state and ZIP code.

Property Owner hereby represents and warrants to CSE that: (1) the Property Owner is the record owner of the real property located at (“Property”); (2) the Property Owner has consented to Applicant’s installation of certain EV charging station equipment at the Property; and (3) the individual signing below is duly authorized to execute and submit this Site Verification Form to CSE on behalf of Property Owner. Property Owner acknowledges and agrees that CSE is relying on the foregoing certifications in reviewing and approving the Application.

Signature of Authorized Representative of Property Owner: ________________________

Printed Name: ________________________

Title: ________________________ Date: ________________________
Sample Supporting Documents

Evidence of Permit Submittal or Utility Service Design Submittal

A complete copy of Evidence of Permit submittal includes the following:

- Copy of permitting authority (City, County, Special District) building/electrical/construction permit application
- Copy of permit plan set/package submitted with building/electrical/construction permit application
- Copy of payment receipt for submittal of building/electrical/construction permit

Sample Permitting Authority Application
### CITY OF LONG BEACH

**DEPARTMENT OF DEVELOPMENT SERVICES**

Website: [www.bes.net](http://www.bes.net)  
333 W. OCEAN BLVD 4TH FLOOR  
LONG BEACH, CALIFORNIA 90802  
(562) 570 - 1217  
FAX: (562) 570 - 8733  
TX: (562) 570 - 8733

**24 Hour Inspection Request - Phone 570-8108**

---

### Job Description

- **Job Address:**  
- **Description:** ELECTRICAL: install level 3 EV charger with re-striping of parking space.
- **Project Number:**
- **Present Bldg Use:** Commercial  
- **Proposed Bldg Use:** Commercial
- **Type of Construction:**
- **Assessor Number:**
- **Historic Name:**
- **Receipt Number:**
- **Valuation:**
- **Occupancy Type:**
- **Zone:**
- **Landmark Name:**
- **Date:**
- **Bldg Height:**
- **Census Tract:**
- **Council District:**

### Owner Information

- **Name:**
- **Mailing Address:**

### Applicant Information

- **Name:**

### Contractor Information

- **Name:**
- **Mailing Address:**
- **State License No.:**

### Payor Information

- **Paid by:**

### Fees Paid

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>PM Surcharge - General Plan Update</td>
<td></td>
</tr>
<tr>
<td>Permit Filing</td>
<td></td>
</tr>
<tr>
<td>Plan Retention</td>
<td></td>
</tr>
<tr>
<td>Electrical Permit</td>
<td></td>
</tr>
<tr>
<td>PM Surcharge - Technology</td>
<td></td>
</tr>
</tbody>
</table>

**Total Paid:**

---

**Customer Copy**  
Page 1 of 1  
Project No
A complete copy of Evidence of Utility Service Design submittal includes the following:

✓ Copy of electric utility service/project application
✓ Copy of drawing/plan set/package required by the electric utility to be submitted with the utility service/project application
✓ Copy of payment receipt for submittal of utility application for service

Sample Electric Utility Service/Project Application

✓ PG&E Customer Connections Online (for utility service application)
✓ City of Healdsburg Electric Service & Project Application (pages 11 and 12)
### APPLICATION FOR SERVICE
COMMERCIAL / INDUSTRIAL DEVELOPMENT

**Credit Information** (Party responsible for energy use after the meter is installed)

<table>
<thead>
<tr>
<th>Name/Company Name to appear on bill</th>
<th>Day Phone</th>
<th>*Evening Phone</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>(First Name, Middle Initial, Last Name)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Individual</td>
<td>Partnership</td>
<td>Corporation</td>
<td>Limited Liability Corporation</td>
</tr>
<tr>
<td>Sole Proprietor</td>
<td>Other</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Making address for bill | City | State | Zip | Yes | No |

*If you have the PG&E Account Number, please provide it.*

*Do you want to use the new service included in your existing NIP? Yes | No |

*NACCS (North America Classification System) Code* | *Business Activity* |

*Desired Electric Rate Schedule* | *Desired Gas-Rate Schedule* |

If you want additional information or rate options or want to request a free rate analysis, visit http://www.pge.com/mybusiness/myaccount/rateinfo or call 1-877-PGE-SRVC. If a rate schedule is not selected, PG&E will select an applicable rate schedule.

### Applicant Design and Installation Options

As an applicant for new gas or electric service, you can choose either PG&E or a qualified contractor to design, install, and service facilities. You can also choose either PG&E or a qualified contractor to design, install, and service facilities. PG&E will provide you with a bid for the design and construction work, to assist you in making a selection. You will then have the opportunity to choose either a qualified contractor to perform the design/construction work.

In accordance with PG&E's Rules for new gas or electric service, design, installation, and construction are the contractor’s responsibility. Once you make a decision about who will perform the work, if you subsequently change your selection, you will be responsible for any re-engineering charges incurred as a result of that change.

You should become familiar with the applicant design installation requirements, including PG&E’s Applicant Design Guide and General Terms and Conditions. Before you select your design, you should review the application guide and PG&E’s Applicant Design Guide and General Terms and Conditions, copies of which are available for your review.

PG&E must hold specific information to select contractors. PG&E can provide this information sooner and without cost, and if you know whether or not you are considering using a design contractor to design gas or electric distribution or service facilities.

### Providing this information on this Application is voluntary and is not binding. PG&E will provide you with a bid for the design work regardless of whether or not you answer this question now and will not require a final decision from you until later in the process.

**Are you currently planning to use a design contractor?** Yes | No
APPLICATION FOR SERVICE
COMMERCIAL / INDUSTRIAL DEVELOPMENT

Attachment – 2 copies required

A. Complete set of site improvement plans, including grading plans. (Include a 3½” high-density disk with AutoCad 2000i.dwg file of the site plan.)
B. Building floor plan and exterior elevations.
C. Electric drawings and schedules with complete breakdown of equipment; include single line drawing if available.
D. Electric switchboard drawings. (Must be approved by PG&E prior to manufacturing the main panel.)
E. Plumbing plans.
F. Assessor’s parcel map showing all easements, rights-of-way, property lines, etc.
G. Detailed site plan showing roads, sidewalks, driveways, location of fire hydrants and other structures, proposed location of gas and electric meters, building elevations, and proposed future improvements. (Meter locations are subject to PG&E approval.)
H. Landscaping plans including sprinkler controller water location.
I. Streetlight and traffic signal plans.
J. Title 34 Utility Report or building permit.
K. Copies of all environmental permits and/or conditions of approval.

Applicant is responsible for determining all environmental requirements within said permits, approvals and/or conditions. For additional information visit www.pge.com/mybusiness/customer_service/other_requests/newconstruction.

Agreement to Pay and Signature

I understand that service will be engineered and installed based upon the information provided herein. I agree to pay PG&E, on demand, for all work PG&E performs and all costs PG&E incurs for this application or service. PG&E may cancel this Application for Service if the application is incomplete or if I do not provide all necessary supporting documents and project data after being notified by PG&E. (b) If I fail to provide an engineering advance within ninety days after one is requested by PG&E, or (c) if PG&E sends a proposed contract and I do not return the contract, with the required payment, within ninety days. If the project is postponed or cancelled, by either party, I will pay PG&E for all such work and costs incurred by PG&E prior to the postponement or cancellation. PG&E’s costs may include, for example, labor, material and supplies, including long lead time materials, transportation, and other direct costs which PG&E allocates to such work. Incomplete information or any changes made at my request during the engineering, or after it is completed, will subject me to additional charges and may delay the establishment or service. I further agree to pay for any damage to new or existing PG&E facilities caused by my contractors of me. Service shall be subject to all of PG&E’s applicable tariff schedules on file with and authorized by the California Public Utilities Commission (CPUC) and shall at all times be subject to such changes or modifications as the CPUC may direct from time to time in the exercise of its jurisdiction.

I understand that PG&E may require an engineering advance to cover some or all of its costs for project review, design work and cost development in connection with this application for service. I understand that any advance will be based upon current costs and the amount of work anticipated by PG&E based upon the information submitted in this application. I understand that any advance will be credited against the amount I owe, applied to the amount I owe, or credited to the extension agreement, or refunded to me without interest when PG&E has completed its engineering work or if the project has been cancelled or postponed.

I have read the above information. I understand and agree with the provisions and my responsibilities.

Applicant’s Signature ___________________________ Print Name ___________________________
First Name: Middle Initial: Last Name

Date ___________________________
# ELECTRIC SERVICE & PROJECT APPLICATION

City of Healdsburg Electric Department

## Contact Info

<table>
<thead>
<tr>
<th>Site Address</th>
<th>Project Name</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Project Contact’s Name</th>
<th>Contact’s Address (if different)</th>
<th>Title</th>
<th>Tel.</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## Project Info

- New construction [ ] Yes [ ] No

- Adding load to existing building [ ] Yes [ ] No

- Total square footage of all structures upon completion [ ] S.F.

- Site use upon completion (residence, restaurant, etc.)

- Desired date of service

- Please describe your project and what you’re requesting from the utility, also note if and how your load will change (i.e., “underground conversion, no new load” or, “adding 5-ton HVAC & need to upgrade service from 50A” or, “expanding house and need to relocate existing electric-trench”):

  -

  -

  -

## Service Requested

- QTY. of EXISTING meters: [ ] ADDITIONAL meters requested: [ ]

- Main panel: [ ] Amps

- Service voltage (choose one):
  - 120/240V (3-wire, 1-phase)
  - 120/208V (4-wire, 3-phase)
  - 277/480V (4 wire, 3-phase)
  - Primary voltage service

---

CONTINUE TO NEXT PAGE.
ELECTRIC SERVICE & PROJECT APPLICATION
City of Healdsburg Electric Department

Load

Will your load be increasing from what it is now? □ Yes □ No
If not, please skip to the next section

<table>
<thead>
<tr>
<th>Total connected load (upon completion of project)</th>
<th>1-ph (kVA)</th>
<th>3-ph (kVA)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lighting</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Appliances</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Receptions (not including appliances)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HVAC, max of heat or AC (1 Ton = 1.52 kVA)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Motors incl. elevators (1 HP = 1 kVA)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Welders</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other (please explain)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other (please explain)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other (please explain)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

If commercial, hours per day of operation_________ hours
Average expected current draw during operating hours_________Amps per phase

Miscellaneous

Please list any other information which will help us correctly size our infrastructure (improperly sized infrastructure will lead to higher-rates and voltage-quality problems)

______________________________________________________________________________________________
______________________________________________________________________________________________
______________________________________________________________________________________________
______________________________________________________________________________________________

To complete this application, please attach a site-plan showing the intended work. Include the desired (and/or existing) meter location, the desired (and/or existing) electric service route, other utilities, structures, landscaping and any other pertinent features.

This Application is accurate and complete to the best of my knowledge:

Print Name_________________________________ Signed_________________________ Date________

Please return the completed package to Healdsburg Electric Department, 401 Grove St. Healdsburg CA. 95448.
Sample of Utility Required Drawing/Plan Set/Package
Sample Supporting Documents

Signed Application Form

- A completed Application Form must have all fields filled out.
- Only the single signature page is required.
- Digital signatures must be manual and can include signing with a pen or cursor. Digital signature stamps without a manual signature are not accepted.

Sample

![Sample Application Form](image-url)
Sample Supporting Documents

Design Invoice

A completed copy of the paid design invoice includes the following:

✓ Installation site address
✓ Purchaser name
✓ Description of design and engineering work
✓ Required signatures, if applicable
✓ An itemization of eligible costs, and if applicable, all credits, discounts and incentives received
✓ Proof of payment with a payment date (see Best Practices)

Sample

![Sample Design Invoice]

Thank you for your Business!!
Sample Supporting Documents

Permit

An issued permit includes the following:

- Installation site address
- Project description (e.g., EV charger installation)
- Issued date and/or status, if applicable
- All required signatures, if applicable

Sample

<table>
<thead>
<tr>
<th>BUILDING PERMIT #</th>
</tr>
</thead>
<tbody>
<tr>
<td>JOB SITE ADDRESS</td>
</tr>
<tr>
<td>FORMER PERMIT #</td>
</tr>
<tr>
<td>APN</td>
</tr>
<tr>
<td>APPLICANT</td>
</tr>
<tr>
<td>OWNER</td>
</tr>
<tr>
<td>CONTRACTOR</td>
</tr>
<tr>
<td>ARCHITECT OR ENGINEER</td>
</tr>
<tr>
<td>DESCRIPTION OF WORK</td>
</tr>
<tr>
<td>INSTALLATION OF 2 ELECTRIC CAR CHARGING STATIONS</td>
</tr>
</tbody>
</table>

| USE | 437 Additions and Alterations - Nonresidential and non |
|     | OCCUPANCY |

| Elevation | Front Lot # |
| Building SF: | |
| Garage SF: | |
| Patio SF: | |

| DESCRIPTION OF FEES |

| Department Approve | Date | Signature of Applicant or Agent | Date |

LICENSED CONTRACTORS DECLARATION

I hereby affirm that I am licensed under the provisions of Chapter 9 (occupying with Section 704) of Division 3 of the Business and Professions Code, and any license is in full force and effect.

Contractor License Class: License Number:

OWNER-BUILDER DECLARATION

I affirm that I am exempt from the Contractor’s License Law for the following reasons (Sec. 704, Business and Professions Code). Any person who is exempt shall notify the contractor of the issuance of the permit and the applicability of the Contractor’s License Law to the permit and the applicable provisions of the Code.

Licence Class: License Number:

OWNER-BUILDER DECLARATION

I affirm that I am exempt from the Contractor’s License Law for the following reasons (Sec. 704, Business and Professions Code). Any person who is exempt shall notify the contractor of the issuance of the permit and the applicability of the Contractor’s License Law to the permit and the applicable provisions of the Code.

Licence Class: License Number:

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Licence Class: License Number:

OWNER-BUILDER DECLARATION

I affirm that I am exempt from the Contractor’s License Law for the following reasons (Sec. 704, Business and Professions Code). Any person who is exempt shall notify the contractor of the issuance of the permit and the applicability of the Contractor’s License Law to the permit and the applicable provisions of the Code.

Licence Class: License Number:
Sample Supporting Documents

Equipment Purchase Invoice

A completed copy of the paid equipment purchase invoice includes the following:

✓ Equipment make, model and quantity
✓ Purchaser name
✓ Required signatures, if applicable
✓ An itemization of eligible costs, and if applicable, all credits, discounts and incentives received
✓ Proof of payment with a payment date (see Best Practices)

Sample

![Sample Equipment Purchase Invoice]

PAID INVOICE on 09/27/19
Sample Supporting Documents

Installation Purchase Invoice

A completed copy of the paid installation purchase invoice includes the following:

✓ Installation site address
✓ Purchaser name
✓ Description of installation work
✓ Contractor license number
✓ Required signatures, if applicable
✓ An itemization of eligible costs, and if applicable, all credits, discounts and incentives received
✓ Proof of payment with a payment date (see Best Practices)

Sample

![PAID INVOICE]

PAID INVOICE on 10/04/19
Sample Supporting Documents

Final Inspection Card

A final inspection card includes the following:

- Installation site address
- Final sign-off date for EV charger installation
- All required signatures, if applicable

Sample

<table>
<thead>
<tr>
<th>Building Section</th>
<th>Electrical Section</th>
<th>Plumbing/Mechanical Section</th>
</tr>
</thead>
<tbody>
<tr>
<td>Composition</td>
<td>Temporary Power</td>
<td>On-Site Service</td>
</tr>
<tr>
<td>Unit Ground</td>
<td>Underground</td>
<td>Methers</td>
</tr>
<tr>
<td>Foundation</td>
<td></td>
<td>Crain Deans</td>
</tr>
<tr>
<td></td>
<td>Rough Wire</td>
<td>On-Site Water</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Chronograph Test</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Throat Boxes</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Fire Main Right</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Fire Main / 2006 Test</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Fire Hydrant Hook</td>
</tr>
<tr>
<td></td>
<td></td>
<td>U.G. Rough Water</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Rough Waste</td>
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<td></td>
<td></td>
<td>Rough Cist</td>
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<tr>
<td></td>
<td>Water</td>
<td>Water Pipe</td>
</tr>
<tr>
<td></td>
<td>Condensation Drain</td>
<td>Condensation Drain</td>
</tr>
<tr>
<td></td>
<td>P.V. Insulation</td>
<td>P.V. Insulation</td>
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<td></td>
<td>Fuel Shure</td>
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<tr>
<td></td>
<td>Duct Pannel</td>
<td>Duct Pannel</td>
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<tr>
<td></td>
<td>Duct Complete</td>
<td>Duct Complete</td>
</tr>
<tr>
<td></td>
<td>Fireproof Flex</td>
<td>Fireproof Flex</td>
</tr>
<tr>
<td></td>
<td>A.C. Smoke Test</td>
<td>A.C. Smoke Test</td>
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<td>Canada Hood Butt</td>
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<td>Fire Test</td>
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<td></td>
<td>Fire Suppression Test</td>
<td>Fire Suppression Test</td>
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<tr>
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<td>RV Entry</td>
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<td></td>
<td>Landscape Stik</td>
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<td></td>
<td>Heat Loss Right</td>
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<tr>
<td></td>
<td>Heat Loss Test</td>
<td>Heat Loss Test</td>
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<tr>
<td></td>
<td>Final Inspection</td>
<td>Final Inspection</td>
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<tr>
<td></td>
<td>Fire Prevention</td>
<td>Fire Prevention</td>
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<tr>
<td>Final Inspection</td>
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</tbody>
</table>

NOTE: Signature of Inspector after ALL items designated applying. See reverse side of this card for minimum FIRE PROTECTION REQUIREMENTS during construction.
Sample Supporting Documents

Two Photos of Installed and Operational Equipment

Equipment photos must include the following:

✓ Required project labeling is clearly visible. Contact project implementers for stickers.
✓ All installed EV charger(s) included in your application must be photographed. Photos may include more than one EV charger.
✓ A complete view of the front of the installed operational and accessible EV charger(s). Partial or incomplete views will not be accepted.

Sample
Sample Supporting Documents

Photo of Equipment Serial Number

Serial number photo(s) must include the following:

✓ The complete equipment serial number for each EV charger included in your application. For example, if you applied for and installed 10 EV chargers, you are required to submit a total of 10 photos.
✓ The serial number must be shown on the EV charger.

Sample
Sample Supporting Documents

Network Agreement with Minimum Term

A completed network agreement includes the following:

✓ Execution of the agreement including all required signatures
✓ All pages and sections of the agreement, including the full contract
✓ Term length – the contract of your agreement may be supplemented by a paid invoice showing the term length
✓ The required term for Level 2 chargers is two years and the required term for DC fast chargers is five years

Sample

![Network Agreement Image]

**Attachment B**

**Electric Vehicle Charging Services Agreement**

Client hereby engages Provider for the Term of this Electric Vehicle Charging Services Agreement (this "Agreement") and any renewals and/or extensions thereof, to provide the services described in the Terms and Conditions attached hereinafter as "Attachment A" within the real property owned and/or leased by Client with property address(es) set forth below, and/or attached hereto.

Client hereby agrees to execute all other required agreements with Provider and甲方 (collectively "Parties")

**Agreement Summary**

**Agreement Term**

The term shall automatically renew for one additional three (3) year term, upon written agreement by both parties in advance of the end of the then-current term.

**Equipment Ownership**

The Parties agree that Provider shall own all right, title and interest to all of the electric vehicle charging infrastructure (the "Infrastructure") at the Property.

**Payment & Reimbursement**

Provider agrees that it shall bear all costs associated with the service and maintenance of the equipment and any additional equipment (as defined herein) at the Property to the Term of the Agreement (as defined in the attached "Attachment A").

**Electricity**

Client shall pay all electricity costs generated from the use of the Equipment and all additional Equipment (as defined herein) on the Property.

**Term**

Three (3) years commencing on the latest date below; the term shall automatically renew for one additional three (3) year term, upon written agreement by both parties in advance of the end of the then-current term.

**Revenue Payment**

Provider shall remit to Client fifty percent (50%) of the net profits generated by the equipment installed as of the date of this Agreement, which shall include, but not be limited to, the gross revenues generated by electric vehicle charging fees and advertising, minus (i) any and all taxes, (ii) transaction fees, and (iii) $20.00 per month in network connectivity fees related to the operation of the Equipment (the "Revenue Payment"). Any unpaid fees shall accrue to the next month.

**Additional Equipment**

Client agrees that it will not contract with any other entity to build provider to install, maintain, service or operate any electric vehicle charging equipment during the term of this Agreement.

**Additional Equipment**

If, at any time during the Term of this Agreement, it should be determined that additional Equipment should be installed, either on the Property or at another (electronic) managed location (the "Additional Equipment"). Provider shall have the exclusive right to provide the Additional Equipment at no cost to Client. Client shall pay installation costs of any additional Equipment, including all infrastructure and labor costs. Provider shall own all right, title and interest in all additional equipment, unless otherwise agreed in writing. Client shall pay all electricity costs generated from the use of the additional equipment. All additional equipment shall be added to the property tax base, and memorialized by both parties signing an installation data acknowledgment form, as described in Section 4.

**Additional Equipment Revenue Payment**

Provider shall remit to Client fifty percent (50%) of the net profits generated by any additional equipment installed after the date of this Agreement, which shall include, but not be limited to, the gross revenues generated by electric vehicle charging fees and advertising, minus (i) any and all taxes, (ii) transaction fees, and (iii) $20.00 per month in network connectivity fees related to the operation of the additional equipment (the "Additional Equipment Revenue Payment"). Any unpaid fees shall accrue to the next month.

**By**

甲方:

**By**

Provider:

Name: __________________________

Name: __________________________

Date: __________________________

Date: __________________________
Sample Supporting Documents

Utility Service Order (if applicable)

✓ A completed utility service order includes the costs for design of service request from the utility planner.

Sample

![Sample Utility Service Order Form](image-url)