INLAND COUNTIES INCENTIVE PROJECT SAMPLE SUPPORTING DOCUMENTS



BUILDING EV INFRASTRUCTURE

AUGUST 30, 2021





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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:

| REQUIRED | ALTERNATIVE |
|----------------------------------|--|
| DESIGN INVOICE | 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. |
| PERMIT | 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. |
| INSTALLATION PURCHASE INVOICE | 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. |
| FINAL INSPECTION CARD | 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. |

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.

| The Inland Counties Incentive Project promotes easy access to zero-emission vehicle infrastructure by offering rebates for the purchase and installation of eligible DC fast chargers and Level 2 chargers. Rebates of up to \$80,000 per DC fast charger and up to \$6,000 per connector for Level 2 chargers are available. More information is available at: calevip.org/incentive-project/inland-counties. All fields are required to be completed. This form must be submitted via the online portal within 5 calendar days of application date or your application will be cancelled. INSTALLATION ADDRESS INSTALLATION ADDRESS Installation address must match the Installation address entered on the online application form. Discrepancies will delay your application driving processing. Installation Street Address: | Energy (CSE) that the installation work is authorized by the owner of the real property (Property Owner) and the Applicant. Accordingly, each Property Owner and Applicant must complete, sign and submit this form to CSE. It reserves the right to require the submission of additional information from either the Property Owner or Applicationate and installation of eligible DC fast chargers and Level 2 chargers. Rebates of up to S80 per DC fast charger and up to \$6,000 per connector for Level 2 chargers are available. More information is availatication of the project/infand-counties. All fields are required to be completed. This form must be submitted via the online portal within 5 calendar day: application date or your application will be cancelled. INSTALLATION ADDRESS The Installation address must match the Installation address entered on the online application form. Discrepancies will delay your application will be cancelled. INSTALLATION ADDRESS The Applicant Organization is the entity or organization that will receive the rebate payment. Please note that the Applicant Organization Name: Please provide the following contact information for an individual that represents the Applicant Organization and can answer follow up application questions in needed. Contact Name (first and last): Phone: Email: | | nland Counties Site Verification Form | BUILDING EV INFRASTRUCTU |
|--|---|---|---|--|
| The Installation address must match the Installation address entered on the online application form. Discrepancies will delay your application during processing. Installation Street Address: | The Installation address must match the Installation address entered on the online application form. Discrepancies will delay your applicat during processing. Installation Street Address: | nd the SE. CSE oplicant as ring \$80,000 available | Energy (CSE) that the installation work is authorized by the owner of the real proy Applicant. Accordingly, each Property Owner and Applicant must complete, sign reserves the right to require the submission of additional information from either 1 may be required. The Inland Counties Incentive Project promotes easy access to zero-emission veh rebates for the purchase and installation of eligible DC fast chargers and Level 2 of per DC fast charger and up to \$50,000 per connector for Level 2 chargers are avai at: calevip.org/incentive.project/inland-counties. All fields are required to be completed. This form must be submitted via the onlin application date or your application will be cancelled. | operty (Property Owner) and the and submit this form to CSE. CSE the Property Owner or Applicant a hicle infrastructure by offering chargers. Rebates of up to \$80,00 ailable. More information is available |
| during processing. Installation Street Address: | during processing. Installation Street Address: | | | |
| City: ZIP Code: _ | City: ZIP Code: | plication | | Discrepancies will delay your application |
| APPLICANT ORGANIZATION The Applicant Organization is the entity or organization that will receive the rebate payment. Please note that the Applicant Organization must incur project costs to be eligible for the rebate. The Applicant Organization Name below must match the Applicant Organization Name you entered on the online application form. Applicant Organization Name: Please provide the following contact information for an individual that represents the Applicant Organization and can answer follow up application questions if needed. Contact Name (first and last): Phone: Email: Applicant Organization hereby represents and warrants to CSE that: (1) all the information provided above is true and correct; and (2) the individual approving the Applicant Organization form to CSE on behalf of Applicant Organization. Applicant Organization advance/deges and agrees that CSE is relying on Applicant Organization's foregoing cortifications in reviewing and approving the Applicant Organization is in reviewing and applicant Organization additions in reviewing and provide the Applicant Organization is in reviewing and approving the Applicant Organization of Applicant Organization's foregoing cortifications in reviewing and approving the Applicant Organization is in reviewing and approving the Applicant Organization addition is in reviewing and applicant Organization addition of Applicant Organization is in reviewing and aproving the Applicant Organization is in review | APPLICANT ORGANIZATION The Applicant Organization is the entity or organization that will receive the rebate payment. Please note that the Applicant Organization must incur project costs to be eligible for the rebate. The Applicant Organization Name below must match the Applicant Organization Name you entered on the online application form. Applicant Organization Name: Please provide the following contact Information for an Individual that represents the Applicant Organization and can answer follow up application questions if needed. Contact Name (first and last): | | Installation Street Address: | |
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| application questions II needed. Contact Name (first and last): Phone: Email: Application bareby represents and warrants to CSE that: (1) all the information provided above is true and correct; and (2) the individual spining below is duly authorized by Applicant Organization to execute and submit this Site Verification Form to CSE on behalf of Applicant Organization acknowledges and agrees that CSE is relying on Applicant Organization's foregoing certifications in reviewing and approving the Application. Signature of Authorized Representative of Applicant Organization: | application guestions if needed. Contact Name (first and last): Phone: Email: Application boreby represents and warrants to CSE that: (1) all the information provided above is true and correct; and (2) the indi- signing below is dub authorized by Applicant Organization to execute and submit this Side Verification Form to CSE on behalf of Appleant. Organization. Appleant Organization acknowledges and agrees that CSE is relying on Applicant Organization's foregoing certifications in revi and approving the Application: Signature of Authorized Representative of Applicant Organization: Printed Name: Please clearly write the first and last name of the person signing above. | at the | Applicant Organization must incur project costs to be eligible for the rebate. The Applicant Organization Name below must match the Applicant Organization Name you entered o | i on the online application form. |
| Phone: Email: Applicant Organization hereby represents and warrants to CSE that: (1) all the information provided above is true and correct; and (2) the individual signing below is duly authorized by Applicant Organization to execute and submit this Site Verification Form to CSE on behalf of Applicant Organization admowledges and agrees that CSE is relying on Applicant Organization's foregoing certifications in reviewing and approving the Applicant Applicant Organizations in reviewing and approving the Applicant Organization of Applicant Organizations in reviewing and approving the Applicant Organization of Applicant Organizations in reviewing and approving the Applicant Organizations in reviewing and proving the Applicant Organization in the Applicant Organization | Phone: Email: | up | application questions if needed. | janization and can answer follow up |
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| Printed Name: Hease clearly write the first and last name of the person signing above. | Printed Name: Please clearly write the first and last name of the person signing above. | ant | signing below is duly authorized by Applicant Organization to execute and submit this Site Verification Organization. Applicant Organization acknowledges and agrees that CSE is relying on Applicant Organi | Form to CSE on behalf of Applicant |
| Please clearly write the first and last name of the person signing above. | Please clearly write the first and last name of the person signing above. | | Signature of Authorized Representative of Applicant Organization: | |
| | Title: Date: | | | |
| Title: Date: | | | Title: Date: | |
| | | | | |

| | VNER |
|--|---|
| Please provide the | ame of the company, city, trust, or individual that owns the property. |
| Property Own | r Name: |
| Please provide the application question | ollowing contact information for the Property Owner or a representative of the Property Owner who can answer follow up is if needed. |
| Contact Name | (first and last): |
| Phone: | Email |
| Please provide the | ull installation address in the section below, including street address, city, state and ZIP code. |
| Property Owner her | by represents and warrants to CSE that: (1) the Property Owner is the vested owner of the real property located at ("Property"); (2) the |
| signing below is dul | consorted to Applicant's installation of certain EV charging station equipment at the Property and (3) the individual authorized to execute and submit this Site Verification Form to CSE on behalf of Property Owner. Property Owner grees that CSE is relying on the foregoing certifications in reviewing and approving the Application. |
| Signature of A | uthorized Representative of Property Owner: |
| Printed Name: | |
| | Please clearly write the first and last name of the person signing above. |
| Title | |
| Notice: EV chargers installe Fuel Standard (LCF infrastructure credi sold for economic i | Date: |
| Notice: EV chargers installe Fuel Standard (LCF infrastructure credi sold for economic i | d with CALeVIP incentives are eligible to generate Low Carbon Fuel Standard credits, Under California's Low Carbon 5) all operational electric whicle chargers generate credits for dispensing fuel, and DC fast chargers can also generate based on the capacity of the DC fast charger mixes the quantity of dispensed fuel. These credits can be chained and |
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Evidence of Permit Submittal or Utility Service Design Submittal

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

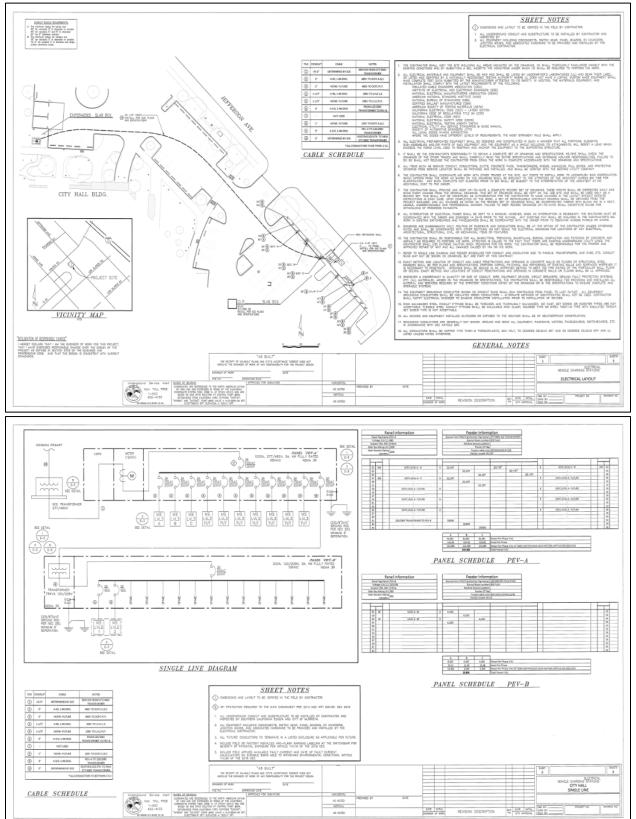
- ✓ Copy of permitting authority (City, County, Special District) building/electrical/construction permit application
- ✓ Copy of permit plan set/package submitted with building/electrical/construction permit application
- ✓ Copy of payment receipt for submittal of building/electrical/construction permit

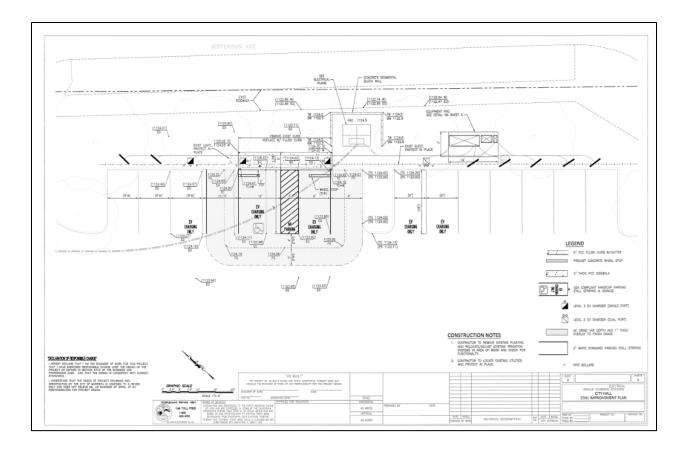
| nspection Requests : 855-3 | 80-8758 | | | | | | SSUED | |
|---|--|---------------------------------------|-----------------|--------|--|--|----------|--------|
| Owner | Telephone | | Zip | Buil | Iding Ad | Idress | | |
| Address | City | | State | Suit | | Building | SUED BY | |
| Applicant | Telephone | | Zip | Inspec | ctor Dist. Pa | arcel Number | LOT | TRACT |
| Address | City | | State | Valu | ation | | | |
| Contractor | Telephone | | Zip | ⊨ | Description | | Quantity | Amount |
| Address | City | | State | F | Cultural Ar Valuation General P Valuation | rts Fee, Ian Update Fee, | | |
| tate Licence Expires | City Licence | Expires | | E | Plan Chec | k Fee - Disablec ommercial) | 1 | |
| loor Area(sq. ft.) | Residential/Commercial Comm | ercial | | s | Plan Chec Plan Chec Conservat (Commerc | k Fee - Energy ion | 1 | |
| NSTALL 1 LEVEL 3 EV | CHARGING STATIO | N (EVCS) |) AT (E) | 1 | | ermit Document | 1 | |
| GAS STATION. INCLUD TRANSFORMER 208V, 3 | ES NEW ELECTRIC. 30-480V, 30 FED FR | AL 75KVA OM (E) | A | | Building Te Plan Reter | achnology Fee | 1 | |
| 208Y/120V 600A METER | R, 3PH, 4W DISTRIB | UTION PA | ANEL. | 1 | BSASRF 5 | | | |
| with that I have read this application/permit and | DECLARATION state that the information on all pages of | this document is po | orredt. I agree | 1 | Engineerin Tenant Imp | g Plan Check - provement | 1 | |
| pertity that I have read this application/permit and comply with all City and County erdinances presentatives of this City and County to enter up | and bake laws reating to building con on the above mentioned property for inspe | inction, and here retion purposes. | iby aufhorize | 1 | Electrical P | Plan Check Fee | 1 | |
| X Applicant's Signature | | | | | Power App but not ove HP/kW/kV/ | | 2 | |
| Print Name | | | | | Receptical and fixture | switch, outlet, | 1 | |
| | | | | | Planning P Tenant Imp | ian Check Fee - provement | 1 | |
| | | | | | SMI (Comr | nercial) | 1 | |
| | | | | | Inspection | | | |
| | | | | | Issuance F | | 1 | |
| | | | | | Building Pa | rmit Fee | | |
| | | | | | One-Stop F Surcharge | Permit Center | | |
| | | | | | TOTAL | and a second | | |

Sample Permitting Authority Application

| | 333 W. OCEAN BLVD, 4TH F | IMENT OF DEVELOPMENT SEI Websile: www.lbds.info LOCR • LONG BEACH, CALIFORNIA Inspection Reguest - Phone 5 | 90802 • (562) 570 - 5237 FA | X (562)570-675 D (562)570-679 |
|--|--------------------------|---|---|----------------------------------|
| Job Description | | | | |
| Job Address: | | | Project Number: | |
| Description: | ELECTRICAL:In | stall level 3 EV charger with | n re-striping of parking s | pace. |
| Present Bldg Use: Proposed Bldg Use: Type of Constructior Assessor Number Historic Name: | | Receipt Number: Valuation: Occupancy Type: Zone: Landmark Name: | Date: Bldg Height: Census Tract: Council Distric | |
| Owner Information | | | | |
| Name: Mailing Address: | | | | |
| Applicant Information | | | | |
| Name: | | | | |
| Contractor Information | <u>n</u> | | | |
| Name: Mailing Address: State License No.: | | | | |
| Payor Information | | | | |
| Paid by: | | | | |
| Fees Paid | | | | |
| PM Surcharge - General Permit Filing Plan Retention | Plan Update | Electrical Permi PM Surcharge - | | |
| | | | Total Paid: | |
| | | | | |
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| | | | | |
| | | | | |

Sample Permit Plan Set/Package





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

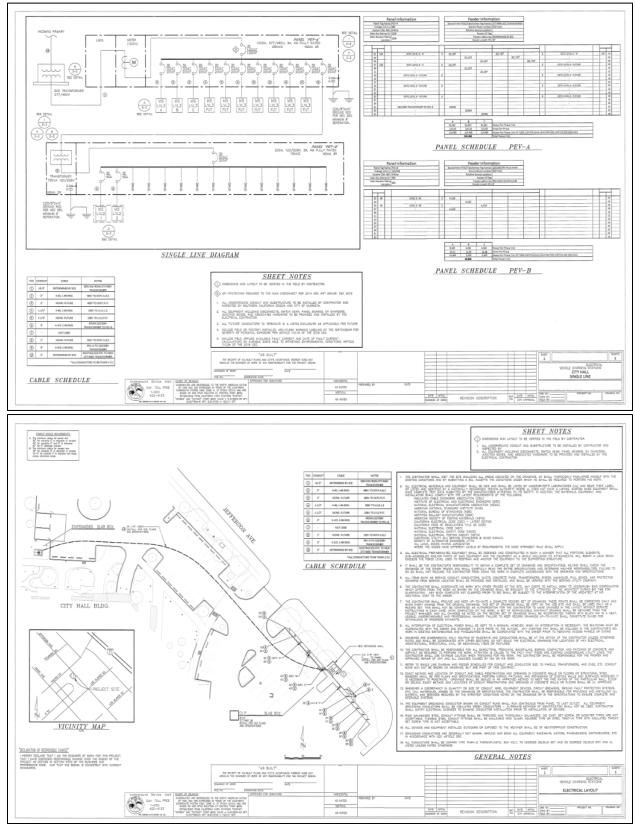
Sample Electric Utility Service/Project Application

✓ <u>PG&E Customer Connections Online</u> (for utility service application)

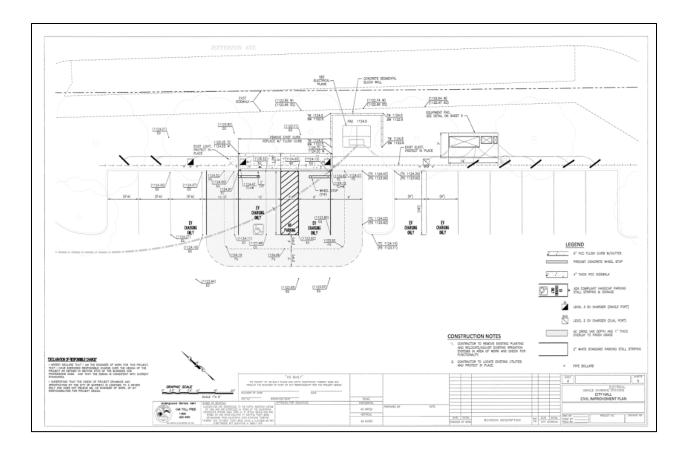
| PGSE | Pacific Gas and Electric Company APPLICATION FOR SERVICE COMMERICAL / INDUSTRIAL DEVELOPMENT |
|----------------------------|--|
| Fresno, CA or call 1-87 | nplete this application and submit the completed form and attachments to PG&E Application for Service at P.O. Box 24047, N, 93706-2010. You may also submit applications at www.pge.com/mybusiness/customerservice/otherrequests/newconstructik r7-PGE-SRVC. |
| Project | Туре |
| equipment) | rcial Service (new) Commercial/Industrial Development Commercial/Industrial Service Upgrade (additional load / al Service (new) Mixed Use Commercial/Residential Number of Buildings Number of Electric Services |
| Project | Information |
| Nearest Cr | dress or Lot Number City County Zip ross Street s Parcel No. * Building Permit No. Company Name al Partnership Corporation Limited Liability Corporation Governmental Agency |
| Day Phone | (Correspondence will be sent via e-mail) |
| Contrac | tinformation |
| Legal name | e to appear on contract al Partnership Corporation Limited Liability Corporation Governmental Agency oprietor Other iccorporation or LLC |
| Name of pe | erson authorized to sign contracts * Title (First Name, Middle Initial, Last Name) |
| Mailing add | dress for contract City State Zip |
| Represe | entative Information (Party who will relay project information and updates to the PG&E representative) |
| Name of R | epresentative |
| Day Phone | : () *Cell Phone () *Fax () *Email address |
| Mailing add | dress City State Zip |
| *Contractor | r's Name *Contractor's Phone () |
| | |
| lutomated Do | ocument – Preliminary Statement Part A Page 1 Form 62 Advice 3343-Gi4 November |

| PREE Electric Company' COMMERICAL / INDUSTRIAL DEVELOPMENT |
|---|
| Credit Information (Party responsible for energy use after the meter is installed) |
| Name/Company Name to appear on bill Day Phone () *Evening Phone () (First Name, Middle Initial, Last Name) (First Name, Middle Initial, Last Name) Individual Partnership Corporation Sole Proprietor Other Mailing address for bill City State Does the customer currently have service with PG&E? No Yes "If yes, please provide the PG&E Account Number "Yo you want the new service included on your existing bill? No Yes "NAUCS (North America Industrial Classification System) Code "Business Activity "Desired Electric Rate Schedule If you want additional information on rate options or want to request a free rate analysis, visit Visit |
| http://www.pge.com/mybusiness/myaccount/rates/ 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 new gas/electric distribution and/or service facilities. You can also choose either PG&E or a qualified contractor to construct all or a portion of new gas/electric distribution and/or service facilities. PG&E will provide you with a bid for the design and the 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/or construction work. In accordance with PG&E's filed tariffs, electric trenching, conduits, substructures and gas service trenching are the applicant's responsibility. Once you make a decision about who will perform the work, if you subsequently change your selection, you will be responsibility. Force you make a decision dout with 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 make your selection. For copies of these documents and/or for additional information, visit Document, Preliminary Statement Part A www.pge.com/newconstruction/processguide/step1/appdes.shtm/ or request information by calling 1-877- PGE-SRVC. |
| PG&E must provide project specific information to design contractors. PG&E can provide this information sooner if we know whether or not you are considering using a design contractor to design gas/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 |
| Automated Document Preliminary Statement Part A Page 2 of 6 Form 62-0685 Advice 3343 G(4) 414-1 November 2012 |

| Complete set of site improvement pl plan.) | ans, including grading plans. (Include 3 1/3" high-density disk with AutoCAD 2000i.dwg file of the site |
|--|---|
| B. Building floor plan and exterior eleva | tions. |
| C. Electric drawings and schedules with | h complete breakdown of equipment; include single line drawing if available. |
| D. Electric switchboard drawings. (Mus | t be approved by PG&E prior to manufacturing the main panel.) |
| E. Plumbing plans. | |
| F. Assessors parcel map showing all e | asements, rights-of-way, property lines, etc. |
| electric meters, building elevations, | dewalk, driveways, location of fire hydrants and other structures, proposed location of gas and and proposed future improvements. (Meter locations are subject to PG&E approval). |
| H. Landscaping plans including sprinkle | er controller meter location. |
| Streetlight and traffic signal plans. | |
| J. Title 24 Utility Report or building per | |
| K. Copies of all environmental permits | |
| | all environmental requirements within said permits, approvals and/or conditions. For additional sess/customerservice/otherrequests/newconstruction. |
| Agreement to Pay and Sign | ature |
| demand, for all work PG&E performs for Service (a) if the application is in being notified by PG&E, (b) if I fail to PG&E sends a proposed contract an postponed or cancelled, by either pa | intered and installed based upon the information provided here. I agree to pay PG&E, on a and all costs PG&E incurs for this application for service. PG&E may cancel this Application complete and I do not provide all necessary supporting documents and project data after provide an engineering advance within ninety days after one is requested by PG&E, or (c) if dI do not return the contract, with the required payment, within ninety days. If the project is irrty, I will pay PG&E for all such work and costs incurred by PG&E prior to the postponement clude, for example, labor, material and supplies, (including long lead time materials), transportation, |
| and other direct costs which PG&E allo engineering, or after it is completed, wil for any damage to new or existing PG8 schedules on file with and authorized b | cates to such work. Incomplete information or any changes made at my request during the I subject me to additional charges and may delay the establishment of service. I further gere to pay E facilities caused by my contractors or me. Service shall be subject to all of PGAE's applicable tariff |
| and other direct costs which PG&E allo engineering, or after it is completed, will for any damage to new or existing PG8 schedules on file with and authorized b or modifications as the CPUC may dire I understand that PG&E may require ar development in connection with this ap amount of work anticipated by PG&E b credited against the amount I owe, app interest when PG&E has completed its | cates to such work. Incomplete information or any changes made at my request during the I subject me to additional charges and may delay the establishment of service. I further agree to pay E facilities caused by my contractors or me. Service shall be subject to all of PG&E's applicable tariff y the California Public Utilities Commission (CPUC) and shall at all times be subject to such changes |
| and other direct costs which PG&E allo engineering, or after it is completed, will for any damage to new or existing PG8 schedules on file with and authorized b or modifications as the CPUC may dire I understand that PG&E may require an development in connection with this ap amount of work anticipated by PG&E b credited against the amount I owe, app interest when PG&E has completed its I have read the above information. In | cates to such work. Incomplete information or any changes made at my request during the I subject me to additional charges and may delay the establishment of service. I further agree to pay Effacilities caused by my contractors or me. Service shall be subject to all of PG&E's applicable taniff y the California Public Utilities Commission (CPUC) and shall at all times be subject to such changes ct from time to time in the exercise of its jurisdiction. In engineering advance to cover some or all of its costs for project review, design work and cost plication for service. I understand that any advance will be based upon current costs and the ased upon the information submitted in this application. I understand that any advance will be lied to the amount I may owe on the resulting line extension agreement, or refunded to me without engineering work or if the project has been cancelled or postponed. understand and agree with the provisions and my responsibilities . |
| and other direct costs which PG&E allo engineering, or after it is completed, will for any damage to new or existing PG8 schedules on file with and authorized b or modifications as the CPUC may dire I understand that PG&E may require ar development in connection with this ap amount of work anticipated by PG&E b credited against the amount I owe, app interest when PG&E has completed its | cates to such work. Incomplete information or any changes made at my request during the I subject me to additional charges and may delay the establishment of service. I further agree to pay E facilities caused by my contractors or me. Service shall be subject to all of PGAE's applicable tarift y the California Public Utilities Commission (CPUC) and shall at all times be subject to such changes ct from time to time in the exercise of its jurisdiction. I engineering advance to cover some or all of its costs for project review, design work and cost plication for service. I understand that any advance will be based upon current costs and the ased upon the information submitted in this application. I understand that any advance will be lied to the amount I may owe on the resulting line extension agreement, or refunded to me without engineering work or if the project has been cancelled or postponed. |



Sample of Utility Required Drawing/Plan Set/Package



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.

| Inland Counties Inc Application Form | centive Pr | roject | BUILDING EV INFRASTRUCTURE |
|---|---|--|--|
| If any of the information below is incorre | ect, please contact (| CALeVIP staff at ir | nland-counties-calevip@energycenter.org. |
| Project application number: | | | |
| Applicant name: | | | |
| Applicant email: | | | |
| Organization name: | | | |
| Applicant type: | | | |
| Installation street address: | | _ | |
| City: | State: | ZIP: | County: |
| Mailing address: | | | |
| Site use: | | | |
| Please review all charger equipment on | the following page | | |
| the Inland Counties Incentive F 2. I acknowledge that I have read Requirements as outlined with | Commission reserve Project Requirement I, understand, and a in this Rebate Appli | s all rights and rei s. gree to be bound cation Form. | medies available under the law to enforce I by the Inland Counties Incentive Project and all supporting documentation is true, |
| Name of applicant or authorized repres | sentative: | Total | reserved rebate amount: |
| Signature: | | Date: | |
| | Center for Sustainable | | |
| | Energy® | | CSE-CALØVIP-1120 |

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 <u>Best Practices</u>)

| | Invoice Number Date: | |
|--------------------|--|----------------|
| Bill To Address | Site Address | |
| Product Name | Product Description | Price |
| Engineering Design | Electrical Engineering Design & Drawing. Planning and Engineering design for development of drawings and plans meeting the American with Diabilities Act requimrents for EV DCFC chargers and necessary project signage. | \$ |
| | Total | \$ |
| | | PAID 5/8/19 |
| | Thank you for your Business!! | |

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

| BUILDING PERMIT # | City of |
|---|--|
| JOB SITE ADDRESS (FORMER PERMIT #) | BUILDING DEPARTMENT |
| | |
| APN | |
| APPLICANT | |
| | LICENSED CONTRACTORS DECLARATION |
| | I hereby affirm that I am licensed under the provisions of Chapter 9 (commencing with Section |
| OWNER | 7000) of Division 3 of the Business and Professions Code, and my license is in full Force ar effect. |
| | License Class License Number |
| | Contractor Date |
| CONTRACTOR | OWNER-BUILDER DECLARATION I affirm that I am exempt from the Contractor's License Law for the following reason (Sec. |
| ARCHITECT OR ENGINEER | 7031.5, Business and Professions Code: Any city or county which requires a parmit to construct, alter, improve, demolish or repair any structure, prior to its issuance, also require the applicant for such permit to file a signed statement that he is licensed pursuant to the provisions of the Contractor's License Law (Chapter 9 (comencing with Section 7000) of Division 3 of the Business and Professions Code or Inta he is exempt therefrom and the ba- for the alleged exemption. Any violation of Section 7031.5 by any applicant for a permit subjects the applicant to a civil penalty of not more than five hundred dollars (\$500). |
| | |
| DESCRIPTION OF WORK | improvement is sold within one year of completion, the owner-builder will have the burden o providing that he did not build or improve for purpose of sale). |
| INSTALLATION OF 2 ELECTRIC CAR CHARGING STATIONS USE 437 Additions and Alterations - Nonresidential and non | |
| OCCUPANCY | - |
| Zoning: Tract: Lot #: | I am exempt Under Sec, B.P.C. for this reason. |
| Zoning: Lot #: Total Valuation: | OwnerDate |
| Building SF: | WORKERS' COMPENSATION DECLARATION I hereby affirm under penalty of perjury one of the following declarations: |
| Garage SF: | I have and will maintain a certificate of consent to self-insure for workers' compensat as provided for by Section 3700 of the Labor Code, for the performance of the work for white this pagniti is issued. |
| Patio SF: DESCRIPTION OF FEES | I have and will maintain workers' compensation, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy number are: |
| | Carrier |
| | Policy Number |
| | (This section need not be completed of the permit is for one hundred Dollares (\$100) or less |
| | I certify that in the performance of the work for which this permit is issued, I shall not employ any person in a manner so as to become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions |
| | Applicant Date |
| | WARNING: Failure to secure worker's compensation coverage is unlawfur and shall subject an employer to criminal penalties and civil fines up to o hundred thousand dollars (\$100,000), in addition to the cost of compensation, damages as provided for in section 3706 of the Labor Coc interest, and attorney's fees. |
| | I hereby affirm under penalty of perjury that there is a construction lending agency for the performance of the work for which this permit is issued (Sec. 3097, Civil Code) |
| | Lenders Name |
| | Lenders Address |
| | I declare under penalty of perjury that I have read this application and that the above inform is true and correct. I agree to comply with all city and county ordinances and state laws relat to building construction, and hereby authorize representatives of this county to enter upon the above-mentioned property for inspecian purposes. |
| | |
| | |
| Department Approval Date | Signature of Applicant or Agent Date |

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 <u>Best Practices</u>)

| | PAID INVOIO |
|--|---|
| Please make check payable to | Date: Invoice #: Reference #: For: Bill to: |
| DESCRIPTION | AMOUNT |
| The total cost of two (2) EVCS unit (s) / Service(s): | |
| Model: Service: Network Service. Quantity: Two (2) Serial Numbers: | |
| | |
| | |
| | |
| | |
| | |
| Comments: | SUBTOTAL \$ |

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 <u>Best Practices</u>)

| | P | AID INVOIC |
|--|---|------------|
| Please make check payable to | Date: Invaice #: Reference #: For: Bill to: | |
| DESCRIPTION | | AMOUNT |
| | | |
| Breaker Installation Transformer Installation | | |
| Conduit & Wiring Excavation | | |
| Concrete/ Asphalt Work/ Mounting | | |
| Site Modifications EVCS bolt-down | | |
| | | |
| | | |
| | | |
| | | |
| Comments: PAID INVOICE on 10/04/19 | SUBTOTAL OTHER | \$ |
| | TOTAL | s |

Job Site Installation Form

A complete Job Site Installation Form includes the following:

- ✓ Only the Project Description section filled out on Page 2 if no construction has commenced.
- ✓ Signatures on both pages.
- ✓ Digital signatures must be manual and can include signing with a pen or cursor. Digital signature stamps without a manual signature are not accepted.

| Affidavit Ensuring Adhere Electric Vehicle Infrastruct Program (EVITP) Require | ture Training |
|--|---|
| penalty of perjury under the laws of the State of Call below are complete, true, and correct. I understand | ation Address"), affirm that I am authorized to attest under ifornia, that each of the statements in the paragraphs and agree that applications and projects that do not incentive, and any falsification or misrepresentation of |
| 24.9 kilowatts or less and no charging ports su a contractor with an appropriate license classifi | d equipment to be installed supplies charging ports with pplying 25 kilowatts or more, then it will be installed by ication, as determined by the Contractors' State License trician on each crew at all times during work hours who Program (EVITP) certification. |
| charging port supplying 25 kilowatts or more, t appropriate license classification, as determined | d equipment to be installed supports at least one hen it will be installed by a contractor with an d by the Contractors' State License Board, in good lectricians working on the crew, at all times during work |
| information: a. Whether construction has commenced. b. The number of Electric Vehicle Charging 3 and the maximum kW output for each EV c. A complete and accurate statement listing certified electricians who were on site and d. Verification and signature from the contra confirming that the identity of each electric certification is valid and current on the EV the EVITP certified electricians worked at e. Signature of the contractor and their cont | g the names and certification numbers of the EVITP d working on EVCS installation. ictor employing the EVITP certified electricians, rician is accurate, that each electrician's EVITP /ITP website, and that, at all times during work hours, the job site. |
| I declare under penalty of perjury, under the laws of statements are true and correct. | f the State of California, that all of the foregoing |
| Signature: | Printed Applicant Name/Name of Applicant's Authorized Representative: |
| Title: | Company Name: |

| Application Number: | A | oplicant Name: | | |
|---|---|--|--------------------------------|---|
| Installation Address: | | | | |
| Project Description: If construction has commence and Project Description Stater purpose of receiving a milesto complete the form. This form s (if applicable) and the final pay | nent are being submit ne payment, then mar shall be filed with all re | ted before construction k "No" below and skip | n has to the | commenced, for the signature portion to |
| Construction has commenced: | Yes O No O | | | |
| Number of Electric Vehicle Ch | arging Stations (EVCS |) being installed: | | |
| kW maximum output for each | EVCS: | | | |
| Make | Model | kW Maxir Outpu | | Quantity of Chargers in This Configuration |
| | | | | |
| Name of contractor on site: | 0 | ontractor's License Nu | mber | |
| Total number of state certified Name(s) of Electric Vehicle In | | n site: | | |
| Total number of state certified Name(s) of Electric Vehicle In with valid EVITP certifications Electrician's I | frastructure Training and who worked at a | n site: Program (EVITP) cert Ill times during work | ified e | lectrician(s) on site |
| Name(s) of Electric Vehicle In with valid EVITP certifications | frastructure Training and who worked at a | n site: Program (EVITP) cert Ill times during work | ified e | lectrician(s) on site on site: |
| Name(s) of Electric Vehicle In with valid EVITP certifications | frastructure Training and who worked at a | n site: Program (EVITP) cert Ill times during work | ified e | lectrician(s) on site on site: |
| Name(s) of Electric Vehicle In with valid EVITP certifications | frastructure Training and who worked at a | n site: Program (EVITP) cert Ill times during work | ified e | lectrician(s) on site on site: |
| Name(s) of Electric Vehicle In with valid EVITP certifications | frastructure Training and who worked at a | n site: Program (EVITP) cert Ill times during work | ified e | lectrician(s) on site on site: |
| Name(s) of Electric Vehicle In with valid EVITP certifications | frastructure Training and who worked at a | n site: Program (EVITP) cert Ill times during work | ified e | lectrician(s) on site on site: |
| Name(s) of Electric Vehicle In with valid EVITP certifications Electrician's I declare under penalty of perjur atements are true and correct. ontractor | frastructure Training s and who worked at a Name y, under the laws of th | n site: Program (EVITP) cert II times during work EVITP Co EVITP CO EVI | ified e hours o ertifica | lectrician(s) on site on site: tion Number |
| Name(s) of Electric Vehicle In with valid EVITP certifications Electrician's I declare under penalty of perjur atements are true and correct. ontractor ignature: | frastructure Training s and who worked at a Name y, under the laws of th | n site: Program (EVITP) cert ill times during work EVITP Co EVITP Co e State of California, t Applicant Signature: | ified e hours o ertifica | lectrician(s) on site on site: tion Number |
| Name(s) of Electric Vehicle In with valid EVITP certifications Electrician's (Electrician's (| frastructure Training s and who worked at a Name y, under the laws of th | n site: Program (EVITP) cert II times during work EVITP Co EVITP CO EVI | ified e hours ertifica | lectrician(s) on site on site: tion Number of the foregoing lame of Applicant's |
| Name(s) of Electric Vehicle In with valid EVITP certifications Electrician's (Electrician's (| frastructure Training s and who worked at a Name y, under the laws of th | n site: Program (EVITP) cert ill times during work EVITP Co EVITP Co EVITP Co Applicant Signature: Printed Applicant N | ified e hours ertifica | lectrician(s) on site on site: tion Number of the foregoing lame of Applicant's |
| Name(s) of Electric Vehicle In with valid EVITP certifications Electrician's Electrician's declare under penalty of perjur tatements are true and correct. ontractor ignature: iontractor's Name: itle: ompany Name (as it appears of | frastructure Training s and who worked at a Name y, under the laws of th | n site: Program (EVITP) cert II times during work i EVITP Ce EVITP Ce Signature: Printed Applicant N Authorized Represe Title: Company Name: | ified e hours artifica | lectrician(s) on site on site: tion Number of the foregoing lame of Applicant's |
| Name(s) of Electric Vehicle In with valid EVITP certifications Electrician's declare under penalty of perjur satements are true and correct. ontractor ignature: ontractor's Name: itle: ompany Name (as it appears of -10 license if applicable): | rfastructure Training s and who worked at a Name y, under the laws of th un contractor's CSLB | n site: Program (EVITP) cert ill times during work EVITP Co EVITP CO EV | ified e hours artifica | lectrician(s) on site on site: tion Number of the foregoing lame of Applicant's |
| Name(s) of Electric Vehicle In with valid EVITP certifications | rfastructure Training s and who worked at a Name y, under the laws of th un contractor's CSLB | n site: Program (EVITP) cert II times during work i EVITP Ce EVITP Ce Signature: Printed Applicant N Authorized Represe Title: Company Name: | ified e hours artifica | lectrician(s) on site on site: tion Number of the foregoing lame of Applicant's |

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

| | | opment and Resource Management Departme | | |
|---|---|--|--|--|
| For Inspections Call: | | | | |
| | INSPECTION RECORD | CARD | | |
| | | | | |
| OCATION | OWNER | | | |
| PERMIT | CONTRACTOI | | | |
| he following inspections must be called hall be covered until all rough inspection | d for by the pertinent contractor. No electrical wi | iring, plumbing, heating, or statesturar members | | |
| Building Section | Electrical Section | Plumbing/Mechanical Section | | |
| Compaction | Temporary Power Pole | On-Site Sewer | | |
| Jfer Ground | Temporary Power | | | |
| oundation | Underground | Manholes | | |
| oundado. | | Storm Drains | | |
| | | Catch Basins | | |
| | | On-Site Water | | |
| | Rough Wire | Chlorination Test | | |
| | | Thrust Blocks | | |
| | | Fire Main Rgh. | | |
| | | Fire Main / 200# test | | |
| | | Fire Hydrant Flush | | |
| | | U.G. Rough Water | | |
| | | Rough Waste | | |
| | | Rough Gas | | |
| | | Vents | | |
| | | Water Pipe | | |
| | | Condensate Drains | | |
| | | H.W. Insulation | | |
| | | | | |
| | | Roof Drains | | |
| | | Ducts Partial | | |
| | | Ducts Complete | | |
| | | Fireplace Flue | | |
| | | A.C. Smoke Test | | |
| | | Comm. Hood Shaft | | |
| | | Comm. Hood Duct | | |
| | | Comm. Hood Wall | | |
| | | Fire Suppresion Test | | |
| | | R. P. Device | | |
| | | Landscape Spkr. | | |
| | | Med. Gas Rgh. | | |
| | | Med Gas Test | | |
| | | | | |
| | Final Inspection | | | |
| | | Gas Test | | |
| | Fire Prevention: | Temporary Gas | | |
| 149 | | Gas Meter Clearance | | |
| 1. Mil | | Safe - to - Stock | | |
| - | _ | Safe - to - Occupy | | |
| (Bri | _ | | | |
| inal Inspection | _ | Mechanical Final | | |
| | | Plumbing Final | | |

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.



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.

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

| | | | Attachment B |
|--|--|--|---|
| ELECTRIC VEHICLE | | | S AGREEMENT |
| | BETW | EEN | |
| | A | ND | Client Name |
| | | | Client State of Incorporation |
| | | | |
| (hereinafter " <u>Provider</u> ") | | | Client Address (hereinafter " <u>Client</u> ") |
| Client hereby engages Provider for the Term of this Electric Veh extensions thereof, to provide the services described in the Tern and/or leased by Client with property address(es) set forth below, | ns and C | onditions a | attached hereto as Exhibit A within the real property owner |
| (all property locations collectively referred to herein as the " <u>Prope</u> | rty"). | | <u>· · · · · · · · · · · · · · · · · · · </u> |
| Agr | eement ! | Summary: | |
| Equipment Ownership. The Parties agree that Provider shall own al title and interest in all of the electric vehicle charging infrastructur "Equipment") at the Property. <u>Service & Maintenance</u> . Provider agrees that it shall bear all associated with the service and maintenance of the Equipment ar Additional Equipment (as defined herein) at the Property for the Term | re (the costs nd any of the | costs. Pro Equipment, electricity of Additional I memorialize | ny Additional Equipment, including all infrastructure and labor ovider shall own all right, title and interest in all Additional , unless mutually agreed otherwise in writing. Client shall pay all costs generated from the use of the Additional Equipment. All Equipment shall be added to the Property list herein, and ced by both parties signing an Installation Date Acknowledgment escribed in <u>Exhibit A</u> . |
| Agreement (as defined in the attached <u>Exhibit A</u>). | * | Additional F | Equipment Revenue Payment, Provider shall remit to Client fifty |
| Electricity. Client shall pay all electricity costs generated from the use Equipment and all Additional Equipment (as defined herein) o Property. | of the | percent (50 installed aft limited to, t and on-scre | 0%) of the net profits generated by any Additional Equipment fter the date of this Agreement, which shall include but not be the gross revenues generated by electric vehicle charging fees eed advertising, minus: (i) any and all taxes, (ii) transaction fees, |
| Term: Three (3) years commencing on the latest date below; the shall automatically renew for one additional three (3) year term, | | | 18.00 per month in network/connectivity fees related to the |
| | | Revenue Par | of the additional Equipment (the " <u>Additional Equipment</u> avment"). Any unpaid fees shall accrue to the next month. |
| written agreement by both parties in advance of the end of the current term. | | | avment"). Any unpaid fees shall accrue to the next month. |
| | of the f this enues i) any th in | By entering all of the Te executed th | |
| current term. <u>Revenue Payment</u> . Provider shall remit to Client fifty percent (50%) of net profits generated by the Equipment installed as of the date of gerement, which shall include, but not be limited to, the gross reve generated by electric vehicle charging fees and advertising, minus: (i and all taxes, (ii) transaction fees, and (iii) \$18.00 per moni etwork/connectivity fees related to the operation of the Equipment | of the f this enues i) any th in t (the | By entering all of the Te executed th | <u>avment</u> "). Any unpaid fees shall accrue to the next month. g into this Agreement with Provider, Client agrees to be bound b rems and Conditions stated in <u>Exhibit A</u> . The parties hereto hav this Electric Car Charging Services Agreement (inclusive of th |
| current term. <u>Revenue Payment</u> . Provider shall remit to Client fifty percent (50%) of het profits generated by the Equipment installed as of the date of pagrement, which shall include, but not be limited to, the gross reve generated by electric vehicle charging fees and advertising, minus: (i) and all taxes, (ii) transaction fees, and (iii) 518.00 per moni network/connectivity fees related to the operation of the Equipment " <u>Revenue Payment</u> "). Any unpaid fees shall accrue to the next m <u>Site Exclusivity</u> . Client agrees that it will not contract with any other of beides Provider to install, mariain, service or operate any electric ve | of the f this enues i) any th in t (the ionth. entity | By entering all of the Te executed th terms listed | avment"). Any unpaid fees shall accrue to the next month. g into this Agreement with Provider, Client agrees to be bound b rems and Conditions stated in <u>Exhibit A</u> . The parties hereto hav this Electric Car Charging Services Agreement (inclusive of th d on the applicable <u>Exhibit A</u>) on the last date written below. |
| current term. <u>Revenue Payment</u> . Provider shall remit to Client fifty percent (50%) of het profits generated by the Equipment installed as of the date of Agreement, which shall include, but not be limited to, the gross reve generated by electric vehicle charging fees and advertising minus: (i and all taxes, (ii) transaction fees, and (iii) \$18.00 per mont hetwork/connectivity fees related to the operation of the Equipment <u>'Revenue Payment</u> '). Any unpaid fees shall accrue to the next m <u>Site Exclusivity</u> . Client agrees that it will not contract with any other of | of the f this enues i) any th in t (the sonth. entity ehicle | By entering all of the Te executed th terms listed | avment"). Any unpaid fees shall accrue to the next month. g into this Agreement with Provider, Client agrees to be bound b rems and Conditions stated in <u>Exhibit A</u> . The parties hereto hav this Electric Car Charging Services Agreement (inclusive of th d on the applicable <u>Exhibit A</u>) on the last date written below. |
| urrent term. <u>tevenue Payment</u> . Provider shall remit to Client fifty percent (50%) of tet profits generated by the Equipment installed as of the date of greement, which shall include, but not be limited to, the gross reve generated by electric vehicle charging fees and advertising, minus; (i) and all taxes; (ii) transaction fees, and (iii) 518.00 per mont network/connectivity fees related to the operation of the Equipment <u>'Revenue Payment</u> '). Any unpaid fees shall accrue to the next m <u>ite Exclusivity</u> . Client agrees that it will not contract with any other or barded SP provider to install, maintain, service or operate any electric ve harging equipment during the Term of this Agreement. | of the f this enues i) any th in t (the ionth. entity ehicle | By entering all of the Te executed th terms listed CLIENT: By: | avment"). Any unpaid fees shall accrue to the next month. g into this Agreement with Provider, Client agrees to be bound b ferms and Conditions stated in <u>Evhibit A</u> . The parties hereto have hits Electric Car Charging Services Agreement (inclusive of th ed on the applicable <u>Exhibit A</u>) on the last date written below. PROVIDER: |
| urrent term. <u>tevenue Payment</u> . Provider shall remit to Client fifty percent (50%) of tet profits generated by the Equipment installed as of the date of greement, which shall include, but not be limited to, the gross reve generated by electric vehicle charging fees and advertising, minus; (i) and all taxes; (ii) transaction fees, and (iii) 518.00 per moni network/connectivity fees related to the operation of the Equipment <u>Revenue Payment</u>). Any unpaid fees shall accrue to the next m <u>site Exclusivity</u> . Client agrees that it will not contract with any other or seides Provider to install, maintain, service or operate any electric ve | of the f this enues i) any th in t (the sonth. entity ehicle ent, it alled, | By entering all of the Te executed th terms listed CLIENT: By: Name: | avment"). Any unpaid fees shall accrue to the next month. g into this Agreement with Provider, Client agrees to be bound b ferms and Conditions stated in <u>Exhibit A</u> . The parties hereto hav this Electric Car Charging Services Agreement (inclusive of th eld on the applicable <u>Exhibit A</u>) on the last date written below. PROVIDER: By: |

Utility Service Order (if applicable)

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

| Pacific Gas and Electric Company PCG: Pacific Gas and Electric Company COMMERICAL / INDUSTRIAL DEVELOPMENT |
|--|
| Please complete this application and submit the completed form and attachments to PG&E Application for Service at P.O. Box 24047, Fresno, CA, 93706-2010. You may also submit applications at www.pge.com/mybusiness/customerservice/otherrequests/newconstruction/ or call 1-877-PGE-SRVC. 'Indicates optional fields. |
| Project Type |
| Commercial/Industrial Development Commercial/Industrial Service Upgrade (additional load / equipment) |
| Industrial Service (new) Mixed Use Commercial/Residential Number of Buildings Number of Electric Services |
| Project Information |
| Gas Service Electric Overhead Service Electric Underground Service Date Initial Service Needed Project Address or Lot Number City County Zip Nearest Cross Street *Assessor's Parcel No. * Building Permit No. Applicant / Company Name Individual Partnership Corporation Limited Liability Corporation Governmental Agency |
| Sole Proprietor Other Day Phone () *Cell Phone () *Fax () *Email address (Correspondence will be sent via e-mail) |
| Applicant Address City State Zip |
| Contract Information |
| Legal name to appear on contract Individual Partnership Corporation Limited Liability Corporation Governmental Agency Sole Proprietor Other *State of incorporation or LLC Name of person authorized to sign contracts * Title (First Name, Middle Initial, Last Name) |
| Mailing address for contract City State Zip |
| Representative Information (Party who will relay project information and updates to the PG&E representative) |
| Name of Representative |
| Day Phone () *Cell Phone () *Fax () *Email address |
| Mailing address City State Zip *Contractor's Name *Contractor's Phone () |
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