

HIRING A SOLAR CONTRACTOR?

FOLLOW THESE STEPS TO UNDERSTAND BEST PRACTICES



1. DO YOUR RESEARCH:

- ☑ Explore the many online resources for information on how solar PV technology works such as the [Solar -Friendly Municipalities Toolkit](#) or [Solar FAQs](#).
- ☑ Find a solar provider on either the [Alberta Solar Providers Directory](#) or the [CanSIA Member Directory](#).

2. SOLICIT MULTIPLE QUOTES:

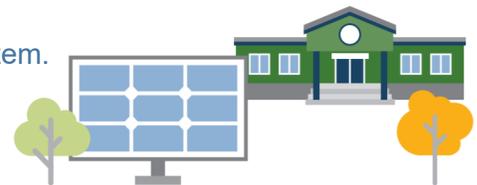
- ☑ We recommend quotes from at least two companies, with the following expectations:
 - A phone conversation to answer all of your questions.
 - A solar resource and economic analysis based on the information you provide, satellite photos of your site, and your electricity bills.
 - A visit to your site – usually free or with a small deposit fee if there is a large distance to travel. We do not recommend hiring any company that does not visit your site before providing you with a quote.

3. ENQUIRE ABOUT:

- ☑ The number of solar PV systems the company has installed.
- ☑ Solar PV installation certification for their company.
- ☑ The length of time they have been in business.
- ☑ What warranties they offer for their products and installation labour.

4. REQUEST REFERENCES AND DOCUMENTATION:

- ☑ Ask for 3 to 6 references, from similar sized projects they have completed.
- ☑ Ask for proof of Comprehensive General Liability (CGL) insurance.
- ☑ Ask for proof of Workers Compensation Board (WCB) insurance, both at the beginning and end of their work on your solar PV system.



5. REQUIRE A COMPLETE CONTRACT, INCLUDING:

- ☑ The project and installation timeline.
- ☑ Which company is doing the solar PV work.
- ☑ Data sheets that give specifications of the equipment that will be installed in the system (at minimum: racking, modules and inverter(s); Optimizers and/or transformers, as applicable).
- ☑ The DC and AC capacity of the solar PV system to be installed.
- ☑ The amount of electrical energy (kWh) your system is expected to produce per year.
- ☑ Details of warranties offered for the system products and company's installation labour.
- ☑ A schedule for payments on the system.
- ☑ Details of the company's change order process.
- ☑ The company's dispute resolution process.

