

SITE VISIT QUESTIONNAIRE

CUSTOMER (SITE) DETAILS						
Full name(s)						
Home Address for all parties						
Contact Numbers	HOME					
	MOBILE					
Email Address:						
Site Address - if different from Home Address						
Site - contact name and number (if different):						
MONITORING						
Does customer have Broadband access		YES		NO		
Best mobile provider						
COMPANY DETAILS						
Trading Name						
Trading Status		Limited	PLC	LLP	Partnership	Sole Trader
Company Number						
SOLAR PANEL LOCATION						
Roof Mount	Ground Mount	Provide google-earth image showing area(s) where panels can be installed.				
Number of Buildings / Roofs available?						
Dimensions / Orientation / Pitch						
Dimensions / Orientation / Pitch						
Dimensions / Orientation / Pitch						
If Roof Mounted Is there a Mansafe?		YES		NO		

INFORMATION FOR PLANNING APPLICATIONS:						
Name of Landowner						
Address of Landowner (if different from Home and site address)						
Is application to be submitted in Landowner’s name						
Is building / land tenanted?						
Tenant details:						
Is the site / building:	AONB	Conservation Area	SSSI	Green Belt	Grade listed building	
Can project proceed under PDR or is full planning required?						
Are there any current planning applications in progress? If yes, please describe			YES		NO	
FINANCE						
Is customer interested in finance?		Yes		No		
		Asset Finance		PPA		
EXISTING RENEWABLES ON SAME METER		Yes		No		
No of systems:						
kWp:						
Inverter(s):						
Install Date(s):						
Feed in Tariff:						
ELECTRIC SUPPLY & CONNECTION						
MPAN NUMBER						NEW SUPPLY REQUIRED?
ELECTRICAL		Please get a copy of the utility bill – showing address and MPAN				
Current annual usage on site – kWh						
Price per kWh Paid for Electric						
Ask for 1 full year of half-hourly electricity import data (from supplier in excel)						

ELECTRICS

PHASE ON SITE	Single phase	Split/Dual phase	3-phase
Size of Import Supply / CT Ratio:			
Distance to main incoming supply:			
Meter location:			
Meter; make / model / serial number:			
DISTRIBUTION BOARD			
Are spares available:			
Size of fuses:			
Location:			
Inverter(s) Location:			
DC RUN - Distance from solar panels to inverter(s):			
AC RUN - Distance from inverter(s) to AC Connection:			
Generator on site? Details:			
Trenching	Client to do		Myriad to do
PHOTOS MUST BE TAKEN:			
<input type="checkbox"/> Incoming Electrics – closeup and full meter set up <input type="checkbox"/> DNO Fuses/CT's - Meter – take 3 ft around meter – Room for an export meter? <input type="checkbox"/> Generator on site <input type="checkbox"/> Distribution Board <input type="checkbox"/> Position where inverters are to be located <input type="checkbox"/> DC Cable Run & AC Cable Run			

Has Solar PV Design Already Been Done?

PV DESIGN	
Total kWp	
Total Number of Panels	
Panel Wattage	
Estimated Generation	

Site Map Information (to be drawn on google-earth):

1. Land boundary
2. PV Arrays location
3. Inverter location
4. AC connection point
5. Meter location
6. Proposed cable route to connection point
7. Generator location
8. Transformer location
9. Any Trenching marked – include location of underground services/pipes
10. Site access to be used
11. Public footpaths
12. Buried drains/water courses/services

For DNO application we need; new customer account form & LOA signed/returned & land boundary.

Extra Notes

PLANNING

ACCESS

GENERAL