

# PROJECT INTAKE FORM

## 1 COMPANY INFORMATION

Company Name  
Street Address  
City  
State  
Country  
Zip Code

## 2 CONTACT INFORMATION

First Name  
Last Name  
Position  
Phone  
Email address

## 3 PROJECT INFORMATION

Project Name  
Project Address  
City  
State  
Country  
Zip Code

## 4 IMPORTANT PROJECT MILESTONES

Expected Construction Date  
Expected Permit Application  
Required Racking Information  
/ Quote Date

## 5 SOLAR SYSTEM INFORMATION

PV Module Manufacturer  
PV Module Model  
PV Module Quantity  
PV Module Power [W]  
Module Selection Status  
Module type  
*\* Please provide the PV module spec sheet*

System Size [kW DC]  
*\* Please provide the project system layout*  
  
Inverter Manufacturer  
Inverter Model  
Inverter Quantity  
*\* Please provide the inverter spec sheet*

## 6 RACKING SPECIFICATIONS

Tilt Angle 20°  
PV Orientation  
  
Specific intra-row spacing  
[in]

Restraints Type  
Desired Anchor Type and  
Model  
  
Inverter Racking Needed  
Power Optimizers Model

## 7 BUILDING & SITE INFORMATION

Building Height [ft]  
Parapet height [in]  
Available load capacity  
for solar [psf]

Maximum point load  
allowed [lbf]  
  
Roof Membrane Type,  
Composition & Brand

## 8 LIST ANY OTHER IMPORTANT INFORMATION THAT WILL GUIDE OUR DESIGN WORK FOR THIS PROJECT