

11/18/2014



SDG&E Notice to Proceed– (CISCO NAME)

[Customer name]  
(Trade Professional)  
{Account Executive/ VAR}

Your signed incentive contract has been received and you are now authorized to proceed with your energy efficiency project at [Site Name, Address, & Project #].

Listed are the measures that are included in this Notice to Proceed:

- Sample Measure

By proceeding with the Project, Customer acknowledges that it will provide SDG&E a signed confirmation that they have used a license contractor, as appropriate, and followed applicable permitting requirements for this installation. No incentive for this project can be paid until a complete Installation Report and supporting invoice(s) have been received by SDG&E.

### **What Happens Next?**

1. The 2013 Title 24 standards went into effect on July 1, 2014. If your project is affected by Title 24 code, please make sure to review the project deadlines specified in the link below.
  - o <http://www.sdge.com/business/title-24-update>
2. Our records indicate your project will be installed by [...]. Should this change, please contact us at the email address below. If you foresee the scope of the project changing please contact us immediately so we can review and ensure that your incentive level or eligibility remains unchanged.
3. Please submit the following documentation once you have installed:
  - o **Installation Report** - Please specify if there are any changes to the proposed measures and/or a change in the total cost of the project. [SDG&E Installation Report](#)
  - o **Final Completed Invoice Template** - Please include measure cost per line item; manufacturer/model number, quantity, unit price, labor costs, additional fees and taxes. Note: If you are providing back-up invoices please reference them in the invoice number column. [SDG&E Invoice Template](#) and [SDG&E Invoice Guidelines](#)
  - o **Manufacturers Specification Sheets** – only if different from original submittal.
4. Submit the Installation Report and Invoices to SDG&E via email at [BusinessEnergySavings@SDGE.com](mailto:BusinessEnergySavings@SDGE.com) or by mail:  
Energy Efficiency Programs  
San Diego Gas & Electric  
8335 Century Park Ct., CP12D  
San Diego, CA 92123
5. Post inspection will be scheduled once we have received your Installation Report.
6. Incentive payments will be issued once installation has been verified and all invoices have been approved.

Thank you for your participation in SDG&E's energy efficiency programs. If you have any questions, please contact us at [BusinessEnergySavings@SDGE.com](mailto:BusinessEnergySavings@SDGE.com) or by phone at (800) 644-6133.

Please note –

- Equipment that has not been approved by SDG&E and does not qualify for a rebate or incentive is considered ineligible and will not be financed. This Notice to Proceed does not authorize the installation of ineligible equipment.
- SDG&E does not endorse or recommend any Trade Professional and does not review vendor proposals. You are solely responsible for reviewing the feasibility of the Trade Professional proposal and verifying Trade Professional qualifications, pricing, energy savings, warranties, and other terms and conditions. If you have concerns or disputes about equipment or any work performed, please contact your Trade Professional directly.

### CONFIDENTIALITY NOTICE:

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