

Personal Details	
<b>Name</b>	
<b>Address</b>	
<b>Telephone</b>	
<b>E-mail</b>	
Site Details	
Site Usage (e.g. Schools, domestic, industrial/office unit)	
Desired Time completion	
Indicative Budget	
kWh (Unit) consumption	
Grid/ Off Grid	
Planning permission required?	
Planning permission obtained?	
Is building warrant required?	
Is the site in a Conservation Area?	
Annual electrical consumption -kWh or £	
Size of the system desired/ required if know	
Roof	
Re-roof, new building or above existing roof	
Roof pitch (angle from horizon)	
<b>Available roof space</b> <b>Slope length, ridge to eaves</b> <b>Lower width, gable to gable</b> <b>Upper width if different</b> <b>Any obstacles, windows, chimneys</b> <b>Gutter height above ground</b>	

<b>Orientation (south, east, north, west)</b>	
<b>Type of roof (tile, etc)</b>	
<b>Any Shading (building, tree, other obstruction)</b>	
<b>Condition (good building, strong, etc)</b>	
<b>Access restriction</b>	
<b>Electrical connection</b>	
<b>Electrical Connection type (single or three phase)</b>	
<b>Location of consumer unit/distribution board</b>	
<b>Size of the building power supply</b>	
<b>Size of the main isolator</b>	
<b>Type of mains isolation (switch fuse, Cartridge fuse, MCB, RCBO)</b>	
<b>Location of inverters (consider air ventilation )</b>	
<b>Distance inverter to PV panels Distance inverter to Cu/DB</b>	
<b>Location for solar metering</b>	

### Site visit checklist

- Take photos of the building
- Take photos of the roof structure inside and out. Photos should look down the length of the loft space and should also show timber details (i.e. condition, any rot, deformation, or movement).
- Close-ups of the roof structure fixings should be taken if at all possible to identify roof type, profile of roof covering, material type
- Collect drawings of the building
- Collect leaflet and information of the site

**Note: add a Site sketch on a separate A4 sheet**