



BPUB Solar Installation Customer Checklist

1. BPUB recommends that customers review the BPUB Solar Education Course at www.brownsville-pub.com/gogreen/renewable-energy/solar and BPUB Solar Panel Installation Process Flow Chart.
2. Customer must work with their contractor and select an adequate size for the solar project to ensure it meets BPUB NEM Program Interconnection Agreement.
3. Customer must obtain NEM Program Interconnection Agreement, wiring schematic one-line diagram illustration, Solar System Attributes Form and BPUB Solar Installation Customer Checklist from Brownsville Public Utilities Board.
4. NEM Program Interconnection Agreement, Solar Installation Customer Checklist, Solar System Attributes Form, and entire solar project wiring schematic must be completed, signed, and turned in to BPUB at gogreen@brownsville-pub.com.
5. Once BPUB's Electrical Engineering Department approves system wiring schematic, BPUB will issue a solar project approval letter to the solar company that the City Of Brownsville will request.
6. The appropriate permits must be pulled with the City of Brownsville Permits and Inspections Division.
7. Upon solar panel installation, the contractor or customer must coordinate with the City of Brownsville to complete the solar panel installation inspection.
8. Once the solar installation has passed inspection with the City of Brownsville, the solar company must coordinate with BPUB on an agreed interconnection date. **BPUB will only complete an interconnection if a solar company representative is on-site.**
9. The customer will be billed an installation fee of \$100.00 for installing the read-only meter and billing (bidirectional) meter.
10. Once the interconnection is complete, BPUB will issue a Permission to Operate letter to the solar company allowing the system to be energized and ready for operation.

For questions regarding residential or commercial renewable energy systems or the application process, please contact the Energy Efficiency & Conservation Coordinator, at (956)983-6282 or gogreen@brownsville-pub.com

Customer Signature: _____ Date: _____