**Hand-off email to CitizenOne Energy**

*Send to* [*info@citizenoneenergy.com*](mailto:info@citizenoneenergy.com)

*No need to fill out a word doc. You may copy-paste the info into the email.*

**Loan contract (if applicable):** *yes/no*

**Contract:** *yes/no*

**Confirmation Call:** *yes/no*

**Battery Questionnaire (if applicable):** *yes/no*

**Utility Bill:** *yes/no*

**Hand-off email to Axia:** *yes/no*

Contract Numbers (any applicable):

Customer Name:

Address:

City:

State:

Zip:

Phone:

Email:

Closer:

Setter:

Signed Date:

Partner:

Loan / Cash / PPA:

*If Financed, Lender, Term and Rate used?*

EPC / Install cost per watt:

System size:

Adder 1: *Name of Adder $$$$*

Adder 2: *Name of Adder $$$$*

Adder 3: *Name of Adder $$$$*

Adder 4: *Name of Adder $$$$*

Adder 5: *Name of Adder $$$$*

Additional Adders: *Name of Adder $$$$ Name of Adder $$$$ Name of Adder $$$$*

Expected Commission to Closer (keep in mind tiered redline): $

Expected Commission to Setter (keep in mind tiered redline): $