



You have reviewed the cost analysis and decided to have MSS proceed with your solar installation

What to expect during the process

Contact us to schedule a meeting at your site. We will send you a copy of our contract for your review. If you haven't already provided one, please make a copy of a recent electric bill.

- **We will bring two copies of the contract so we can both sign them and leave one with you.**
- **We will collect your 30% deposit.**
- **We will take pictures of your electrical panel, electric meter and solar installation site.**

Schedule...

- **We submit your application to the utility company. Their approval usually takes 3 to 4 weeks.**

NOTE – DTE will copy both of us on all correspondence, Consumers Energy (CE) will not. CE will only send the customer information. Please forward a copy to us to keep the process going smooth.

- **We contact the city for building permit requirements & apply for permit.**

This could take from 3 days to more than a month depending on the system and the city. A worse-case scenario is when something conflicts with an ordinance and a variance hearing is needed.

- **We receive building permit and apply for electrical permit.**

This takes from 1 day to a week depending on the city.

- **We schedule deliveries and installation.**

This usually takes 1 to 2 weeks.

- **We request the city inspection.**

This takes 1 to 2 days. Once approved by the local inspector, your system is legal to operate.

- **We will contact you to schedule a wrap up meeting.**

We will review with you the warranty documents, system monitoring, etc. We will also accept your check for the 65% Progress Payment of the contract.

- **We send the utility company a copy of city approval and request they acknowledge the system is ready for commissioning.** This takes about 2 days. Once the system is commissioned by the utility company, please mail your check for the 5% balance of the contract to **MSS - 509 Sherbrooke, Commerce Twp., MI 48382.**

Many of the above items happen simultaneously. The majority of the time from contract signing to commissioning can take from 5 weeks to 8 weeks. It has taken as long as 12 weeks when variance hearings are needed since most cities only have hearings once a month.

Your system is live and producing power.

- If your system was sized to offset your average bill, you may have a partial electric bill for a few months depending on when the system was commissioned. Systems commissioned in the spring will have their electric usage eliminated almost immediately while ones commissioned in the late fall through the winter will have a partial bill until spring.

- During this process please contact your salesman for questions about the contract, costs, incentives, etc. For questions about the schedule please call our Senior Project Manager, Debbie Vercnocke at 248-765-0955. At any point please feel free to contact Mark Hagerty at 248-520-2474.