Project Planning Worksheet

For design precision please provide:
- Previous 2 years of gas and electric invoices
- Roof, HVAC and plumbing layouts
- Name, model, rating and age of air conditioning, heating and boiler

Contact Information			
Company Name		Phone	
Contact Name		Email	
Address		City	
Address 2		State	
		Zip	
Project Information			
Project Name		Budget	
Desired Solar Fraction		Phone	
Est. Installation Date		Email	
Address		City	
Address 2		State	
		Zip	

Installation Type	New Construction			
	Retrofit			
	Replacement			
Application	Industrial Processing			Gal of hot water per day
	Restaurant			Meals served per day
	Office			People
	Firehouse			People
	Laundry			Machines
	Hospital			Beds
	Hotel/Motel			Rooms
	Apartment			Units
	Car Wash			Cars per day
	Fast Food			Meals served per day
	Single Family house			People
	Other			

Water Usage		
Hot water used daily		gal/day
Hot water temp		°F
Recirculation loop	yes / no	
12am 1 2 3 4 5 6 7 8 9 10 11		
12pm 1 2 3 4 5 6 7 8 9 10 11		
circle hours of peak usage		

Space Heat					
Heated area		sq ft			
Building heat load		MBH			
High temp heating	System temp		°F		% bldg heated
Low temp heating	System temp		°F		% bldg heated
Installed boiler output		MBH	Fuel type		
Return Temp		°F			

Making Solar Make Sense

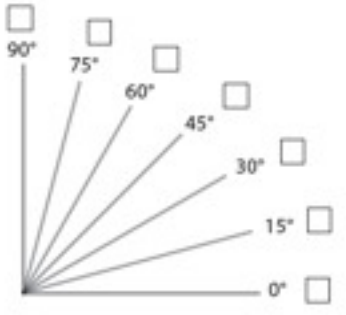
Mechanical Room		
Door Dimensions	largest entrance	
height		in
width		in
Room dimensions	estimate available space	
height		in
length		in
width		in
Pipe Runs		
Length		in
Insulation thickness		in
Recirculation line	yes/no	
Location	Inside/Outside	

Backup System and Storage		
Fuel Type	Natural Gas	
	Propane	
	Electricity	
	Oil	
	Wood	
	Other	
# of tanks		
Tank sizes		gal
Total tank volume		gal
Tank type	direct	
	indirect	
Boiler		
Boiler Output		gpm
Boiler capacity		btu/hr
Boiler Age		yrs

Payback Information		
Current Energy Type	Natural Gas	
	Propane	
	Electricity	
	Oil	
	Wood	
	Other	
Unit of Measurement	Therm	
	KwH	
	Other	
Estimated Annual Energy Costs	$	
Sales Tax Rate		%
Federal Tax Rate		%
Corporate Tax Rate		%
Depreciation Rate		%

Capital Costs	
Labor Costs	
Local/ City Incentive	
State Incentive	
Federal Incentive	
Depreciation Rate	

Building Information		
Roof Type	Composition	
	Tar and Gravel	
	Flat Tile	
	Metal Currogated	
	S-Tile	
	Metal Standing Seam	
	Other	
Roof Structure	Concrete	
	Steel Frame	
	Wood Frame	
Building Height		ft
Number of Stories		
Roof Pitch		deg



Available Surface Area		ftˆ2
Collector Location	Roof	
	Ground Mount	
	Wall Mount	
Distance from collectors to solar storage		ft
Roof Orientation