

Installer Vetting Checklist

Photocopy this page. Take it to every installer interview. Do not sign until every box is ticked.

The Four Non-Negotiables

Tick each only after you have verified it yourself, not because the installer said so.

■ 1. CAC registration verified

Registration number: _____

Verified on cac.gov.ng: Date _____ Yes / No

■ 2. Physical office or workshop visited

Address: _____

Visited in person: Date _____ Yes / No

■ 3. Three verifiable past installations

Reference 1: _____ Phone: _____ Called: Yes / No

Reference 2: _____ Phone: _____ Called: Yes / No

Reference 3: _____ Phone: _____ Called: Yes / No

■ 4. Written warranty terms received

Covers: Inverter ____ Battery ____ Panels ____ Labour ____

Duration: Inverter _____ Battery _____ Panels _____

Who honours claims: Installer / Manufacturer / Both

Six Red Flags

If you tick any of these, remove the installer from your list.

- Demanded 100% upfront payment
- Quoted without a site visit
- Refused to name exact brands and model numbers
- No verifiable electrical qualifications for the wiring technician
- Refused to provide a written contract
- Price is more than 30% below every other quote for the same spec

The Site Visit: What to Watch

- Measured roof space with a tape measure (not eyeballed)
- Inspected your distribution board
- Asked about your actual appliances and usage hours
- Discussed cable run distance from roof to inverter room
- Noted roof type and whether scaffolding is needed

- Took photos and notes

The Quote: What Must Be Itemised

Every major component must have a brand and model number. Vague descriptions are not acceptable.

Component	Brand / Model	Spec
Inverter	_____	___ KVA
Battery	_____	___ Ah, ___ V
Panels	_____	___ W × ___ qty
Charge controller	MPPT / PWM (circle one)	
DC breaker / isolator	■ Included	
AC breaker	■ Included	
Surge protector	■ Included	
Battery fuse / breaker	■ Included	
Earthing rod + cable	■ Included	
Cable gauge & length	■ Specified	

Payment Schedule

Never pay 100% upfront.

- Deposit on contract signing: _____ % = ■ _____
- Second payment on delivery of components: _____ % = ■ _____
- Final payment on commissioning and handover: _____ % = ■ _____

Labour Cost Sanity Check

- Labour amount: ■ _____
- As % of total quote: _____ %
- Within 10–15% range? Yes / No (If above 20% or below 5%, ask why.)

The Handover: Four Documents Before Final Payment

Do not release final payment until you hold all four.

- **1. Commissioning report** — signed and dated
- Shows: Panel voltage _____ Battery voltage (rest) _____
- Battery voltage (under load) _____ Inverter settings _____
- Load test result _____

■ **2. Warranty documents** — for inverter, battery, and panels

■ **3. User manual or written operating instructions**

(How to read display, error codes, shutdown procedure)

■ **4. Formal receipt** — on company letterhead or with company stamp

Shows: CAC number _____ Amount paid ■ _____

Description of work: _____

My Notes on This Installer

Name of company: _____

Name of representative: _____

Date of meeting: _____

Overall impression: _____

Hire? ■ Yes ■ No ■ Maybe (compare with other quotes first)