**System Installers**

After the *Participation Agreement* is approved by TVA, the system generates a **System Acceptance Form** (SAF) to proceed through the Lifecycle. The SAF is sent to System Installer identified by the Participant to add the **Installed Cost** and certify that the installation has been completed.
System Installer Submits System Acceptance Form (SAF)

When the Participation Agreement Request is approved by TVA, the SAF is generated automatically and routed to the System Installer to certify completion and enter the Installed Cost. System Installer and LPC have 180 days combined to submit the SAF to TVA.

1. Go to: https://gpp.tva.gov/servicecenter

2. Log into the system with Username and Password.

The user is brought to the Action Required list – all cases pending their action.

- The Deadline column is visible to display when the installation needs to be completed.

• Click All Cases radio button to view cases associated to the System Installer in other phases of the Lifecycle, (past and present).
  - Click Active or Inactive to activate the list filter.
• Click any column heading to sort the list ascending or descending.
• Click on a line item to view the details of the SAF.
3. Click the line item to open the SAF

4. View the details and scroll down to the **Contractor/Installer Information** section of the form.

*Installer’s NABCEP credentials will need to be current in order to submit the SAF form. Installer may contact GreenPowerSwitch@tva.gov to provide the most up-to-date NABCEP certificate and to have their information made current in the portal.*

SAF is open after clicking on the line item.

5. Enter the **Total Project Investment (Installed Cost)**.

6. Click button **Agree and Submit this Request** at the bottom of the form to certify completion of installation.

By submitting this request, installer confirms that it has reviewed the installation of the mentioned project and determined that the design and installation were done in accordance with the applicable industry standards and best practices.

The SAF is next routed to the Local Power Company for review before final approval by TVA.