



## GREENBANK COMMERCIAL LIGHTING CHECKLIST

<b>Documents</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Invoice for the installation of the products listing product model codes and quantities for the installation.</li> <li><input type="checkbox"/> Certificate of electrical safety (if issued).</li> <li><input type="checkbox"/> Site plan of the space (this can be very basic and I will draw this up professionally).</li> <li><input type="checkbox"/> BCA evidence (where required over 4,500 hours).</li> <li><input type="checkbox"/> Recycling certificate/scrap certificate – (if a Greenbank pick up is occurring, please ensure the globes and fittings are separated and boxed/palletised).</li> </ul>
<b>Photos</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> All photos should be <b>date stamped and geo-tagged</b>:</li> <li><input type="checkbox"/> <b>Outside</b> of the premises.</li> <li><input type="checkbox"/> Each <b>space</b> claimed as part of the upgrade (before and post installation).</li> <li><input type="checkbox"/> A close up of each of the <b>old</b> types removed (i.e. 400w) and <b>new</b> lamps being installed (i.e. Skypad150W) and each type of <b>ballast</b> (i.e. Mercury Vapour), must clearly show <b>type, model, wattage</b> and EEL markings of the ballast (if any).</li> <li><input type="checkbox"/> Air-conditioning, if any.</li> <li><input type="checkbox"/> A <b>group</b> photo of globes and fittings removed ready for decommissioning.</li> </ul>
<b>Assignment Forms – return with all other requirements once installation is complete</b>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Attached assignment form to be signed by the end-user and installer at the end of the installation (<u>page 8</u> by owner, <u>page 3</u> by installer).</li> <li><input type="checkbox"/> Attached 1680 Compliance Declaration – <u>Part E</u> to be signed by owner upon completion of installation.</li> </ul>

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