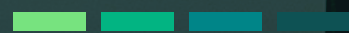




trio home



POST SALE GUIDE

What to do the minute the deal is signed

Trio reps selling through Axia by Qcells



Congrats on making a sale!

Turnaround time is decided right here. Complete every step below the same day — a missing form or a missing bill is the most common reason a job sits instead of moving to install.

1

Complete the Trio Job Submission Form

This is what starts the job on Trio's side. Nothing happens until it is submitted.

2

Complete the Axia Handoff Form

Found in your email. This is what hands the project over to Axia.

3

Include the power bill and all necessary documents

Attach the power bill along with the rest of the required docs for the project. **Note: the Battery Form is not required for Trio.**

4

Make sure the Welcome Call is complete

The customer needs to complete their Welcome Call before the project can keep moving.

5

Make sure the Site Survey is scheduled or completed

Either get the survey on the calendar or have the customer complete a Self Survey.

Check your work before you move on. Both forms submitted, power bill attached, Welcome Call done, Site Survey scheduled or self-completed. If all five are clean, the job moves fast. If one is missing, it sits until someone chases it down.