

Referral Program Participation Checklist

To participate in the Southwest Gas Referral Program, please submit the required documents listed below in the enclosed self-addressed stamped envelope or FAX to 702-364-3045.

	Terms and Conditions signature page can only be signed by owner, president or vice-president
	Completed Contractor/Dealer Profile
Contractor/Dealer will list Southwest Gas as a certificate holder on Contractor's/Dealer's Certificates of Insurance. The information on the Certificate of Insurance shall include the policy number(s), effective date(s) and expiration date(s) for each requisite of insurance coverage. (Please see Trade Ally Profile for address) The company's business name is required to read exactly the same on all insurance certificates, state, city, county and contractors licenses.	
	Contractor's/Dealer's License(s): Copies of all necessary licenses or proper certifications from all appropriate entities and governmental agencies in the state in which the sale and installation or service will be performed per the Southwest Gas Terms and Conditions.
	Automobile Liability Insurance - Residential Contractor/Dealer Program:
	CSL: \$300,000 - OR - BODILY INJURY (Per person) \$100,000; BODILY INJURY (Per accident) \$300,000; PROPERTY DAMAGE (Per accident) \$50,000
	Automobile Liability Insurance - Commercial Contractor/Dealer Program:
	CSL: \$1,000,000
	General Liability Insurance - Residential Contractor/Dealer Program:
	EACH OCCURRENCE \$250,000; PERSONAL & ADVERTISING INJURY \$250,000; GENERAL AGGREGATE \$500,000; PRODUCTS-COMPLETED /OPERATIONS AGGREGATE \$500,000
	General Liability Insurance - Commercial Contractor/Dealer Program:
	EACH OCCURRENCE \$1,000,000; PERSONAL & ADVERTISING INJURY \$1,000,000; GENERAL AGGREGATE \$2,000,000; PRODUCTS-COMPLETED/OPERATIONS AGGREGATE \$2,000,000
	Workers' Compensation Insurance : In accordance with the statutory workers' compensation requirement of the state where the work is performed.
	Professional Liability Insurance in an amount of not less than \$1,000,000 if design services are provided (commercial only - energy auditors).
	City/County Business License(s) - Issued by local municipality for all business activities in the city/county Contractor/Dealer provides service.
	State License(s) or other state requirements: NEVADA - State Business License issued by the Secretary of State. ARIZONA - Transaction Privilege Tax License issued by Arizona Department of Revenue. CALIFORNIA- Seller's Permit or use tax account issued by Board of Equalization