

# Installer Guide

Everything an installer does on Power Ring — from registration and open bids to winning projects and getting paid.

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An annotated, step-by-step walkthrough of the installer portal: register your company, sign in, manage your locations, review the open bids in your area, price them with the ready-made bid form, win the project, and collect your disbursements.

**Seven steps · twelve terms explained · [powerring.co/installer-guide](https://powerring.co/installer-guide)**

## WHAT IS INSIDE

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## The words we use

Twelve terms cover almost everything you will see on the platform. Read these first and the rest of the guide reads like a checklist.

### Design / energy audit

The client's appliance-level energy profile. The design engine turns it into a recommended system size and indicative price range.

### Quote

A client's published design, labelled with a short code like PRQ-7X3K. It carries the location, the system specification and the bid slots.

### Open bid (open quote)

A quote that is still accepting bids and sits inside one of your approved locations. These are the jobs listed on your Open Quotes tab.

### Bid

Your priced offer against one quote: equipment, quantities, your prices, warranty and install days. One bid per quote, and the total is what the client sees.

### **Bid slots**

Each design accepts a maximum of three bids. Once the slots are full the quote closes to new bids, so bidding early matters.

### **Invited quote**

A client can invite you personally using your Member ID. Invited quotes appear for you even when they sit outside your approved locations.

### **Premium quote**

The design engine's own instant, guaranteed offer to the client, built from premium-grade components. It sits alongside your bid as a benchmark and is valid for 7 days.

### **Member ID**

Your installer code, issued as INS-XXXX when your account is approved. Clients use it to invite you, and it identifies your bids.

### **Location**

A state you are approved to work in. Your projects are limited to your approved locations, unless a client invites you directly.

### **Design engine bid form**

The pricing form the platform hands you for every quote, pre-filled with the engineered quantities and sizes. You only enter your prices.

### **Commission**

Power Ring's fee on a project you win through the platform. It is deducted from the project total before your money is disbursed — we never invoice you separately.

### **Disbursement**

Payment of your share of a project: a first payment once the project is active, and the final payment after you complete the installation.

## **01 Register your company**

Registration takes a few minutes and you can sign in immediately. Your account is activated after our team verifies your details, usually within 24 to 48 hours.

### **WHAT YOU ARE LOOKING AT**

- 1 Your names, exactly as they should appear**  
Full name is the person we deal with day to day; company name is what clients see on your bids.
- 2 Email and password**  
This email is your sign-in. Use an address you check — quote alerts and approval updates go there.
- 3 Phone and state**  
Your state is required and decides which projects you see first. It becomes your primary location on approval.
- 4 City**  
Used to sharpen the projects matched to you inside your state.

### Brief company description

Years of experience, certifications, specialties. Clients see this when they compare bidders.

#### 6 Register & Log In

Submitting creates your account and signs you in, so you can go straight to your dashboard while we review.

#### AFTER YOU SUBMIT

1. Pending review — your dashboard opens right away with an amber notice while we verify your details.
2. Activation — once approved you receive your Member ID (for example INS-AB12) and can start bidding.
3. Until then — you can complete your company profile and set up your locations, but bids stay locked.

*Google sign-in is also available, using the same email you register with. Registration also opens by direct link: </installer?view=signup>*

## 02 Sign in to your installer portal

Your portal lives at the installer address. Everything an installer does — finding open bids, bidding, tracking projects and collecting payments — happens inside it.

#### WHAT YOU ARE LOOKING AT

##### 1 Email address

The email you registered with. If your account is still pending you can sign in; you just cannot bid yet.

##### 2 Password and "Forgot password?"

Your password. If you lose it, the link sends a reset code to your registered email so you can set a new one.

##### 3 Log In

Takes you straight to your dashboard: Open Quotes, My Bids, Projects, Finance and Locations.

##### 4 Continue with Google

Sign in with the Google account that matches your registered installer email.

##### 5 Sign in as Agent

For your team members. They use the agent code your company issues, not your own login.

#### YOUR PORTAL AT A GLANCE

1. Your login — email and password, created at registration.
2. Your team — agents sign in with their own agent code.
3. Alerts — new quotes and bid updates reach you by email.

#### THREE WAYS IN

1. Open the installer portal, then enter your email and password.
2. New here? Register first — the portal links you straight to the registration form.
3. Team member? Use Sign in as Agent and the agent code your company created for you.

## 03 You only see projects in your locations

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Your Open Quotes tab is filtered to your approved states, so you are never scrolling through work you cannot reach. If you want projects somewhere else, you request that location and we approve it.

#### WHAT YOU ARE LOOKING AT

- 1 Your installer card**  
Company, rating, strikes and your Member ID, with the locations you are approved for right underneath.
- 2 'Add Location'**  
Opens the location request form: pick a state, add a city, and submit. You can request a state you already cover only once.
- 3 Your primary location**  
The state you registered with. It is approved from day one, so its quotes appear as soon as you are activated.
- 4 A request awaiting approval**  
Shows as 'Pending admin approval'. Our team reviews it, and once approved that state starts feeding quotes into your Open Quotes tab.
- 5 Fees, where a state has one**  
High-demand (hot zone) states carry a location fee, shown before you submit with its invoice status. Free states cost nothing.

#### REQUESTING A NEW LOCATION

1. Open the Locations tab in your installer dashboard.
2. Tap Add Location, choose the state, add the city if you have an office there, and submit the request.
3. We review it: the row switches from pending to approved, or comes back with a reason.
4. Quotes start arriving — approved states feed straight into your Open Quotes tab, grouped by state.

*Already working somewhere outside your listed states? Ask the client to invite you with your Member ID — invited quotes appear for you wherever they are.*

## 04 Open bids in your area

An open bid is a client design that is still accepting offers and sits inside one of your locations. This tab is your job board: fresh designs, each one already engineered.

#### WHAT YOU ARE LOOKING AT

- 1 Grouped by your states**  
Each group is a location you are approved for. Quotes you were personally invited to land here too, marked with an Invited badge.
- 2 Quote code**  
The short reference for the client's design, for example PRQ-7X3K. Quote it in any conversation about the job.
- 3 Tariff band and load profile**  
Band A, essentials plus cooling — already worked out from the audit. You are not asked to assess anything.
- 4 Address and published time**  
Where the job is and exactly when the design went live, so you know how fresh the opportunity is.

### Spots left

How many of the three bid slots are still open. When it hits zero the quote closes and the button greys out.

#### 6 The engineered system

Array, inverter and battery are the recommended sizes for that client, all calculated from their appliances and location.

#### 7 Submit Bid

Opens the bid form for this quote. You cannot bid twice on the same design.

#### WHERE THESE COME FROM

1. A client designs a system, building an appliance-level energy audit rather than guessing a size.
2. The design is published and matched to installers whose approved locations cover its state.
3. You see it on this tab with the tariff band, load profile, address and the system already sized.
4. The first three bids win a slot; the client compares them side by side, so a prompt, well-priced bid is your advantage.

*Fresh designs move fast — three bids and the quote closes. Check the tab whenever a new quote alert reaches your email.*

## 05 The bid form: you just put prices

Every design engine hands you a ready-made bid form with the bill of quantities already worked out — array, inverter, battery, mounting and wiring. You supply your brands and your prices. Nothing else to calculate.

#### WHAT YOU ARE LOOKING AT

##### 1 Quantities arrive filled in

Panel count and wattage, inverter size and battery capacity come straight from the client's design engine. The engineering is done.

##### 2 This column is the only one you fill

Brand, unit price and total for each line. Add your professional fee, then let the form add it up.

##### 3 Mounting and wiring

Rails, brackets, cables, fuses and combiner boxes — your prices for whatever your team actually installs.

##### 4 Your professional fee

Your labour and project management, priced however you price it.

##### 5 Warranty and install days

Both appear on your bid so the client can weigh offers on more than price alone.

##### 6 Grand total, added up for you

The form totals every line item — no spreadsheet, no separate quotation document to prepare.

##### 7 Submit Bid

The client is notified immediately. Your offer then sits alongside the other bids for that design.

#### MINIMUM SIZES ARE ENFORCED

1. You can upgrade a specification, never downgrade it below the recommended size, so the client's audit stays honest and no installed system is undersized.

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Open a quote from your Open Quotes tab and tap Submit Bid.

3. Review the quantities, pre-filled from the design — change them only upwards if you choose.
4. Enter your prices per line item, plus your professional fee, warranty and install days.
5. Submit: the client gets your total right away and can accept it on the spot.

*One bid per quote. Your prices stay between you and the client — we never publish your cost breakdown.*

## 06 Win it, build it, get paid

When a client accepts your bid, the project moves into your dashboard with its own fund panel and milestone tracker. You keep it updated, then request your money in two stages.

### WHAT YOU ARE LOOKING AT

#### 1 Project total

The bid the client accepted. This is the figure everything else is calculated from.

#### 2 Platform commission

Our commission for winning you the project through Power Ring — taken off the top, never billed to you separately.

#### 3 Remaining for installer

Your share of the project, split across the two disbursements below.

#### 4 First disbursement

The larger share, released once the project is active and the client's deposit is in. You request it from the project page.

#### 5 Final disbursement

The balance, released after you mark the installation complete and request it.

#### 6 Milestones you control

Each stage is ticked off as your team completes it, with photos and notes attached, so the client watches progress from anywhere.

### FROM ACCEPTED BID TO FINAL PAYMENT

1. Client accepts your bid and a project is created with the agreed total.
2. We activate it, which unlocks the milestone tracker for you.
3. You build and update, ticking off each stage with photos and notes as it is completed.
4. Deposit in, request your first payment — the larger share of your money, released once the project is active.
5. Complete, request the final payment — the balance, released after the installation is signed off.
6. Keep your bank details current in the Finance tab: that is where disbursements are sent.

*Both payment requests are approved by our team, so funds only move against real progress. The exact commission rate and disbursement shares are shown on each project's fund panel.*

## 07 Your prices, our commission

Two things installers ask about most: who decides your pricing, and what Power Ring charges. Both are

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simple.

### **YOU ARE IN CONTROL OF YOUR PRICES**

1. Every price on your bid — equipment, labour, warranty terms — is yours to set.
2. We never ask you to submit a price list, and there is nothing to send us. You do not need to communicate your prices to Power Ring at all.
3. Your prices reach the client through your bid. The platform does not publish your cost breakdown.
4. The indicative price range a client sees on their own design is a guide for them, not a cap on you.

### **HOW OUR COMMISSION WORKS**

1. We charge a commission on projects you win and complete through the platform.
2. It is calculated on the project total and deducted before your disbursement, so you are never invoiced separately and never send us money.
3. The figure sits openly on the project's Fund & Disbursement panel, along with the split between your first and final payments.
4. Winning work through Power Ring costs nothing up front — no listing fees, no fee per bid you submit.

*Client payments flow through Power Ring, which is why disbursements arrive on schedule.*

### **Ready to start bidding?**

Register at [powerring.co/installer](https://powerring.co/installer) — the open bids in your locations appear on your dashboard.