



# Commercial/Industrial Custom Rebate Application

Return Application, Final Itemized Invoice and Supporting Documents to: Minnesota Energy Resources, P.O. Box 311, Hockessin, DE 19707

Eligible facilities for this program include commercial, institutional, industrial, multi-family residential or other facilities receiving natural gas service under a non-residential rate.

## CUSTOMER INFORMATION (To be completed by customer. All information must be completely filled out to ensure processing.)

Minnesota Energy Resources account number (Located in upper right hand corner of gas bill)        -

(Please print)

Company Name \_\_\_\_\_

This Company is a (check all that apply):  School  Non-Profit  Government  Other

Contact Person \_\_\_\_\_

Title \_\_\_\_\_

Installation Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Telephone \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

The equipment is for:  New Facility  Existing Facility

Year Built \_\_\_\_\_ Square Footage \_\_\_\_\_

Please check if your company is a:

School  Non-profit organization  Government agency

## CUSTOMER AGREEMENT

I plan to purchase and install the equipment described below at the installation address indicated above.

Customer Signature \_\_\_\_\_

Date \_\_\_\_\_

## CONTRACTOR/DEALER INFORMATION AND AGREEMENT

We certify that all equipment information provided in the pre-approval application is correct.

Contractor/Dealer Name \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Telephone \_\_\_\_\_

Fax \_\_\_\_\_

Contractor/Dealer Signature \_\_\_\_\_

Date \_\_\_\_\_

Please attach manufacturer specification information sheets or Web site links for verification.

## PROJECT INFORMATION

(To be completed by dealer/contractor)

### 1. Describe the existing equipment and/or system.

Qty. \_\_\_\_\_ Est. Equipment Life (years) \_\_\_\_\_

Mfr. \_\_\_\_\_ Model # \_\_\_\_\_

Efficiency Rating \_\_\_\_\_ Size \_\_\_\_\_

### 2. Describe the standard-efficiency equipment and/or system.

Qty. \_\_\_\_\_ Equipment Cost \$ \_\_\_\_\_

Mfr. \_\_\_\_\_ Model # \_\_\_\_\_

Efficiency Rating \_\_\_\_\_ Size \_\_\_\_\_

Est. Equipment Life (years) \_\_\_\_\_

### 3. Describe the proposed high-efficiency equipment and/or system.

Qty. \_\_\_\_\_ Installation Date \_\_\_\_\_

Mfr. \_\_\_\_\_ Model # \_\_\_\_\_

Efficiency Rating \_\_\_\_\_ Size \_\_\_\_\_

Est. Labor Cost \$ \_\_\_\_\_

Est. Equipment Cost \$ \_\_\_\_\_

Est. Equipment Life (years) \_\_\_\_\_

Please attach copies of energy audits, equipment information, or any other documents that describe the energy efficiency project. For building envelope projects (windows, doors, upgraded insulation, etc.) please indicate the R-value or thickness and type of materials before and after the retrofit. Please do not use this form for forced air furnaces, set-back thermostats, space heating boilers less than 10 million BTU per hour output, or other efficiency improvements that are eligible under the Commercial Prescriptive or C/I Technologies Rebate programs.

## COMMERCIAL AUDIT REBATE

Date Audit was Performed \_\_\_\_\_

Audit Type: Level I  Level II

Name of Company That Performed Audit (complete copy of audit must be attached)

Audit Company's Mailing Address

City/State

Zip

Phone number  
( )

Cost of Audit (proof of payment must be attached)  
\$

## TERMS AND CONDITIONS

This program offers financial incentives for the purchase of high-efficiency natural gas equipment. Applications will be processed on a first-come, first-served basis. The program will end when the budget is depleted. Funds are limited. To qualify for rebates, an applicant must meet the following eligibility requirements:

- ▶ Applicant must be a current Minnesota Energy Resources non-residential customer.
- ▶ Customer information must be completely filled out on application.
- ▶ For completed projects, final itemized invoices must be attached to this form. For projects that are not completed, a pre-approval will be provided to the applicant to reserve a rebate. Invoices must be submitted immediately upon the completion of a pre-approved project. Rebate payments will not be issued until receipt of final invoices. All applications and invoices must be received no later than January 31 for projects completed in the previous year.
- ▶ This program is subject to regulatory rules and orders. Minnesota Energy Resources reserves the right to change any portion of this program or to end this program without notice.
- ▶ Where applicable, energy efficiency ratings must comply with those listed in the Gas Appliance Manufacturers Association (GAMA) Directory.
- ▶ All projects will be individually reviewed. Rebates are based on a portion of the incremental cost between a standard product and a high-efficiency unit. The amount of the rebate will also depend on the following criteria:
  - ▶ Peak demand reduction
  - ▶ Annual energy use reduction
  - ▶ Annual energy cost savings
- ▶ Submitting an application does not guarantee eligibility for a rebate. MERC strongly recommends that applicants submit applications for pre-approval prior to purchasing or installing equipment.

## QUALIFYING EQUIPMENT FOR REBATES

Examples of qualifying equipment for Minnesota Energy Resources Custom Rebate Program include:

- ▶ Boilers and Boiler Retrofits not covered under the Minnesota Energy Resources Prescriptive or C/I Technologies Rebate Program. Space heating boilers less than 10 million BTU per hour output are not included in the Custom Rebate Program.
- ▶ Building Envelope Improvements
- ▶ High Efficiency Industrial Process Equipment
- ▶ Infrared Radiant Heater
- ▶ Efficient HVAC Systems
- ▶ Unit Heaters/Duct Furnaces
- ▶ Energy Management Systems and Controls (provided sufficient engineering analysis is provided to establish savings)
- ▶ Other Approved Measures

## COMMERCIAL AUDIT REBATE

Minnesota Energy Resources offers a rebate to non-residential gas customer for a commercial energy audit conducted at the service location. Businesses can sign up online at [www.minnesotaenergyresources.com](http://www.minnesotaenergyresources.com) or businesses can have an energy audit conducted by a certified energy auditor of their choice. To qualify for the Standard Level II audit rebate, businesses must participate in either the Minnesota Energy Resources Commercial Prescriptive, C/I Technologies or Custom Rebate program by receiving a rebate for equipment or energy measures installed. The energy audit must be paid in full to the auditing company and a complete copy of the audit must accompany the rebate application. The audit rebate will be processed in unison with the approved Custom Rebate application.

TYPE OF AUDIT	REBATE AMOUNT (STANDARD)	REBATE AMOUNT (NON-PROFIT, SCHOOL OR GOVERNMENT)
Level I	50% of audit cost up to \$250	100% of audit cost up to \$500
Level II	50% of audit cost up to \$400	100% of audit cost up to \$800

### VERIFICATION

The sales receipt indicating date of purchase, dealer/contractor name, manufacturer name and model number of equipment must accompany the rebate application. Incomplete applications will be delayed. Minnesota Energy Resources reserves the right to verify sales receipts and installations. After approval, please allow four to six weeks for delivery of the rebate check. Custom Rebate projects with annual estimated gas savings of 20,000 MCF or higher may require a monitoring plan, subject to the approval of the Minnesota Office of Energy Security, to verify savings.

### TAX INFORMATION

Rebates may be subject to federal and/or state income tax reporting. Applicant is responsible for contacting a qualified tax advisor to determine tax liability. Minnesota Energy Resources is not responsible for any tax consequences of the Minnesota Energy Resources rebate program.

### DISCLAIMER

Minnesota Energy Resources does not guarantee that installation of equipment qualifying for rebates will result in reduced energy usage or demand, or in cost savings. The Customer will hold harmless Minnesota Energy Resources and its officers, directors, shareholders, agents, employees and representatives from all claims liabilities, fines, interest, costs, expenses and damages incurred by the Customer, for any damage, injury, death, loss or destruction of any kind of persons or property, to the extent the damage, injury, death, loss or destruction arises out of or is related to the conduct, negligence, willful misconduct, misrepresentation, breach of warranty or other breach of this rebate form on the part of Minnesota Energy Resources.

**Return Application and Final Itemized Invoice by to:  
Minnesota Energy Resources  
P.O. 311  
Hockessin, DE 19707**