

BUSINESS REBATE PROGRAM APPLICATION



Thank you for participating in Citizens Energy Savers Business Rebate Program. Refer to the information below to ensure you are eligible for program rebates and your application is complete. Please retain a copy of your completed application and all invoices for your records.

Need Help?

For assistance completing this application, call **(800) 203-1856** to speak to a program representative.

What You Will Need

- A copy of your itemized invoice that contains all equipment and installation information (please keep the original for your records).
- Your Citizens Energy Group natural gas account number.
- Installing contractor information (if available).

HOW TO APPLY FOR A REBATE

Step 1: Determine Eligibility	Step 2: Complete Application & Attach Invoices	Step 3: Submit Paperwork
<ul style="list-style-type: none">▪ APPLICANT The applicant must be a Citizens Energy Group residential natural gas account holder at the time of equipment installation.▪ APPLICATION & INSTALLATION The application must be <u>postmarked within 90 days of equipment installation</u>.▪ EQUIPMENT The equipment must be purchased and installed between January 1, 2016 and June 30, 2016. Read all rebate qualifications carefully to ensure your product qualifies.	<ul style="list-style-type: none">▪ COMPLETE APPLICATION Unless noted otherwise, all fields must be completed on the application to receive a rebate.▪ SIGN APPLICATION The application must be signed in the space provided on page 7 to receive a rebate.▪ ATTACH INVOICES Ensure that you have attached a copy of all equipment invoices to the rebate application. <p>THE INVOICE SHOULD INCLUDE:</p> <ul style="list-style-type: none">» The equipment make, model and serial number» The date of installation» Total number of units installed» Total project cost of the equipment» Instant rebate amount (if applicable)	<ul style="list-style-type: none">▪ DOUBLE-CHECK INFORMATION Make sure the information listed on the application is correct and that you have provided all required information. Also, ensure a copy of all invoices have been included.▪ SUBMIT APPLICATION Submit pages 3-7 of your completed application and a copy of your itemized invoice(s) within <u>90 calendar days of equipment installation</u> in one of two ways: <p>MAIL YOUR APPLICATION TO: Citizens Energy Group Attn: Rebates 3100 West Rd., Building 3, Suite 200 East Lansing, MI 48823</p> <p>EMAIL YOUR APPLICATION TO: cgapplications@clearesult.com</p> <p>Note: If you choose to email your application, be sure to include all invoices as email attachments.</p>

TERMS & CONDITIONS

Eligibility

For a current list of qualifying equipment, visit www.CitizensEnergySavers.com or call (800) 203-1856. This offer provides rebates for the purchase and usage of new qualifying equipment and/or the performance of services and is not dependent on the purchase of any other product or service unless indicated. Offer valid for Citizens natural gas commercial customers only. Qualifying commercial accounts include rates D3, D4 and D40. Limit one tune-up service per boiler every 24 months. The rebate cannot exceed the cost of the equipment or service. Businesses are eligible for boiler rebates on a one for one replacement basis. Boilers used for domestic water heating are not eligible for the prescriptive program.

Verification

Citizens Energy Group reserves the right to verify sales receipts and/or installations of products before issuing rebates. A random inspection may be conducted to verify installations.

Disclaimer

Citizens Energy Group does not guarantee that energy efficiency equipment purchased and installed or services provided through this program will result in energy and cost savings. Citizens Energy Group reserves the right to deny or limit any rebate request. In addition, no warranties on product or service installations are provided by Citizens Energy Group, nor does the program warranty guarantee or endorse the energy efficiency services provided by any specific contractor participating in the program.

Program Modifications

Citizens Energy Group reserves the right to alter or discontinue this program or related rebates at any time without notice.

Commercial Kitchen and Water Heater Rental Agreements

If the contract is for a new qualified high-efficiency water heater or high-energy commercial kitchen equipment, Citizens Energy Group will pay the incentive to the business owner.

Boiler Modulating Control

Control must be installed on an existing boiler (add on), or a new boiler that is not required to have reset controls installed (integrated). If a new boiler is less than 90 percent efficient, a control may be installed on a new boiler. If a new boiler has a 90 percent or greater efficiency rating, it would not be eligible for the separate rebate.

Boiler Reset Control

Boiler end use must be space heating. Control must result in an output temperature range greater than 10°F. Control must automatically control boiler output water temperature setpoint based on outdoor air temperature; manual controls are not eligible. Controls must be new and installed according to manufacturer specifications. Rebates will not exceed the total cost of the installed control or \$250, whichever is less.

Supporting Documentation

All rebate applications must be completed in full and accompanied by an itemized equipment invoice or receipts and cut sheets or logs, when specified on application.

Rebate Recipient

Customers may apply for rebates directly or with assistance from the product vendor or contractor. The product vendor or contractor has the option of offering customers an "instant discount" by reducing the Citizens Energy Group commercial customer's invoice by the amount of the rebate. Contractor or product vendor and customer must both sign the application in order for customer to receive an instant discount. Go to www.CitizensEnergySavers.com for additional information.

Indemnification

Signatory(ies) and applicant(s) shall indemnify Citizens Energy Group, Program Administrator, Program Implementer, their respective affiliates, subsidiaries, parent companies, officers, directors, agents and employees against any and all losses, damages, expenses, fees, costs and liability arising from any design, consulting, product, system, equipment or appliance, in connection with the program.

Customer Information

Citizens Energy Group reserves the right to disclose the customer's utility account numbers, Federal Tax ID or social security number and consumption data to its subcontractors for the sole purpose of administering Citizens Energy Group Program. Subcontractors are contractually bound to maintain this information in the strictest of confidence.

Representation

Making false statements on any Citizens Energy Group rebate application is punishable by law. Any and all funds determined, in Citizens Energy Group's sole discretion, to have been acquired on the basis of fraudulent or misrepresented information must be returned to the program. Citizens Energy Group may refuse payment and participation if the signatory(ies), applicant(s), customer(s), or contractor(s) violate program rules or procedures.

Taxes

Rebates are taxable if greater than \$600 and will be reported to the IRS unless you are exempt. Citizens Energy Group will report your rebate as income on IRS Form 1099. You are urged to consult your tax advisor concerning the taxability of rebates. Citizens Energy Group is not responsible for any taxes that may be imposed on your business as a result of your rebate receipt.



BUSINESS REBATE PROGRAM APPLICATION

#1 CUSTOMER & CONTACT INFORMATION

1. ACCOUNT HOLDER

Please Check One:

- Citizens Gas Indianapolis Citizens Gas Westfield

FINDING YOUR SERVICE INFORMATION

Your Citizens Energy Group account & service information can be found in the top-left corner of your most recent Citizens Energy Group bill. You may also access your bills under the *My Account* section of www.CitizensEnergyGroup.com.

Citizens Energy Group Account Number	Business/Account Holder Name
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Application Contact Name	Phone Number	Email Address
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<input type="checkbox"/> Assembly	<input type="checkbox"/> Light Industrial	<input type="checkbox"/> Hotel
<input type="checkbox"/> Auto Repair	<input type="checkbox"/> Primary School	<input type="checkbox"/> Large Office
<input type="checkbox"/> Big Box Retail	<input type="checkbox"/> Religious Worship	<input type="checkbox"/> Hospital
<input type="checkbox"/> Full Service Restaurant	<input type="checkbox"/> Small Office	<input type="checkbox"/> Other
<input type="checkbox"/> Grocery	<input type="checkbox"/> Warehouse	

Facility Type

2. LOCATION OF INSTALLATION

Installation Address	City	State	ZIP Code
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3. INSTALLING CONTRACTOR

Contractor Business Name	Contractor Business Address
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City	State	ZIP Code
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4. MAILING ADDRESS FOR REBATE CHECK

- Account Holder Property Owner/Landlord (if different from account holder)
 Contractor (see Instant Discount Certification for Contractors below)

Make Check Payable To: (check one)	Name
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Mailing Address	City	State	ZIP Code
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Please complete the following two boxes **only if rebate is paid directly to builder or contractor.**

Federal Tax ID or Social Security Number	Business Classification (check one)
	<input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietorship (indiv.) <input type="checkbox"/> Limited Liability <input type="checkbox"/> Other <input type="checkbox"/> Exempt

Instant Discount Certification for Contractors: By checking the "Contractor" box above and submitting this application, the installing contractor certifies that he/she has provided the full rebate as an instant discount to the customer. The contractor has explained to the customer that the rebate he/she qualifies for has been applied as a discount off the purchase price on the invoice, and the customer will not be eligible to receive a rebate check from Citizens Energy Group's Business Rebate Program for the same product.

#2 PRODUCT INFORMATION

For all boiler measures please complete the following supply fan configuration.

SUPPLY FAN CONFIGURATION	
Please check one: <input type="checkbox"/> Constant air volume (CAV) <input type="checkbox"/> Variable air volume (VAV)	
Economizer: <input type="checkbox"/> Yes <input type="checkbox"/> No	

NATURAL GAS BOILERS

Equipment	Rebate	Install Date	Make & Model	Serial Number
≥90% AFUE <300 MBH	\$500			
≥90% TE 300-499 MBH	\$1,500			
≥90% TE 500-999 MBH	\$2,500			
≥90% TE 1000-1700 MBH	\$5,000			
≥90% TE 1701-2000 MBH	\$5,000			

- Invoice must show boiler cost separate from labor
- Must submit manufacture cut sheets, including combustion efficiency or AFUE rating
- Westfield participants: maximum boiler rebate is \$500, regardless of size

BOILER CONTROLS

Equipment	Rebate	Install Date	Make & Model	Serial Number
Boiler Modulating Control	\$1,000			
Boiler Reset Control	\$250			

- Minimum 5 to 1 turn-down ration (retrofit only)
- Need make, model number and serial number of boiler that control is installed on
- Must submit manufacture cut sheets

- Retrofit only
- Must submit manufacture cut sheets
- Need make, model number and serial number of boiler that control is installed on

BOILER TUNE-UP

Equipment	Rebate	Install Date	Make & Model	Serial Number
Boiler Tune-Up	\$200			

- Natural gas boiler invoice must show boiler cost separate from labor
- Rebate not to exceed tune-up cost
- Rebate is available once per 24-month period for each boiler
- Applicant must submit separate Boiler Tune-up Log Sheet with application
- Log sheet may be downloaded at www.CitizensEnergySavers.com
- Boiler must be installed for at least one year to be eligible

NATURAL GAS FURNACE

Equipment	Rebate	Install Date	Make & Model	Serial Number
92% AFUE	\$150			
95% AFUE	\$250			

- Furnace must be primary heat source for business
- Dual-fuel systems are not eligible

PROGRAMMABLE THERMOSTAT

Equipment	Rebate	Install Date	Make & Model	Serial Number
Programmable Thermostat	\$20			

▪ Furnace control must be primary space heating source for business ▪ Dual-fuel systems and/or properties with a heat pump are not eligible

WATER HEATER

Equipment	Rebate	Install Date	Make & Model	Serial Number
Storage Water Heater	\$125			

▪ Energy Factor ≥ 0.67 and hold 30 gallons or more ▪ Dual-fuel systems are not eligible

Tankless Water Heater	\$150			
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▪ Energy Factor ≥ 0.82 ▪ Dual-fuel systems are not eligible

88% TE Water Heater	\$150			
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▪ $\geq 75,000$ BTUh, minimum 75 gallon tank

HEATING UNITS

Equipment	Rebate	Install Date	Make & Model	Serial Number
Natural Gas Infrared Heater	\$350			

▪ Heaters must have an electric ignition and must use non-conditioned air for combustion ▪ Outdoor patio heating applications are not eligible

▪ New construction is not eligible

Unit Heater	\$250			
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▪ $\geq 91\%$ TE combustion efficiency ▪ Dual-fuel systems are not eligible

POOL COVER

Equipment	Rebate	Install Date	Make & Model	Length/Width (ft.)
Inside Pool Cover	\$1.25 per square foot			L___xW___

▪ Max \$750 rebate ▪ Must be installed in a non-residential space ▪ New construction is not eligible ▪ Must be purchased new

Outside Pool Cover	\$0.75 per square foot			L___xW___
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▪ Max \$500 rebate ▪ Must be installed in a non-residential space ▪ New construction is not eligible ▪ Must be purchased new

PRE-RINSE SPRAY VALVE

Equipment	Rebate	Install Date	Make & Model
Pre-rinse Spray Valve	\$25		

▪ ≤ 1.6 GPM

ENERGY STAR[®] GAS FRYER

Equipment	Rebate	Install Date	Make & Model	Serial Number
Gas Fryer	\$500			

▪ Must be ENERGY STAR rated with a heavy load cooking efficiency $\geq 50\%$ ▪ Rebate amount is per vat

ENERGY STAR® CONVECTION OVEN

Equipment	Rebate	Install Date	Make & Model	Serial Number
Convection Oven	\$750			

- Must be ENERGY STAR rated with a cooking efficiency $\geq 44\%$ utilizing American Society for Testing and Materials (ASTM) standard 1496
- Idle Energy Consumption Rate $\leq 13,000$ Btuh
- Oven must be minimum of two stacks
- Rebate paid per each qualifying two-stack deck

COMBINATION OVEN

Equipment	Rebate	Install Date	Make & Model	Serial Number
Combination Oven	\$900			

- Must be natural gas combination convection/steam ovens
- Must have a cooking efficiency $\geq 40\%$ utilizing ASTM standard F2861

ENERGY STAR® GRIDDLE

Equipment	Rebate	Install Date	Make & Model	Serial Number
Griddle	\$100			

- Must be ENERGY STAR rated with a heavy load cooking efficiency $\geq 38\%$ utilizing ASTM standard F1275
- Must have an idle energy consumption rate $\leq 2,600$ Btuh per square foot of cooking surface

ENERGY STAR® STEAM COOKER

Equipment	Rebate	Install Date	Make & Model	Serial Number
Steam Cooker	\$500			

- Must be ENERGY STAR rated with a heavy load cooking efficiency $\geq 38\%$
- Both five pan and six pan units are eligible

INFRARED UPRIGHT BROILER

Equipment	Rebate	Install Date	Make & Model	Serial Number
Infrared Upright Broiler	\$1,000			

- Must utilize infrared burners

INFRARED CHARBROILER

Equipment	Rebate	Install Date	Make & Model	Serial Number
Infrared Charbroiler	\$500			

- Must utilize infrared burners

STEAM TRAP SERVICE REBATE

Equipment	# of Traps Replaced	# of Traps x Rebate	Cost of Service	Cost of Service x 50%	Incentive Requested
Dry Cleaner		x \$250 =			
High Pressure > 75 psi		x \$250 =			
Medium Pressure >15 psi and <75 psi		x \$175 =			
Low Pressure < 15 psi		x \$50 =			

Total rebate requested (lesser of the number of traps repaired times rebate amount OR total cost of service times 50 percent) =

■ Please note that rebuilt steam traps are eligible

Steam Trap Service Rebate

1. Vendor must locate and mark all leaking steam traps with an ID tag and record the location of leaking trap on the leak survey log sheet (see template below and include these fields on your spreadsheet).
2. When the leaking trap is replaced, the person performing the repair must mark the item on the leak survey log as repaired.
3. The service rebate is only available for the replacement of steam traps that are leaking steam. It is not available for traps that are plugged.
4. This incentive is available only once in a 12 month period.

STEAM SERVICE LOG

ID Tag #	Description	Location	Fault Condition	Type and Orifice Size	Service Date	Repaired By

#3 SIGN APPLICATION

I hereby certify that: 1. The information contained in this application is accurate and complete. 2. All rules of this incentive application have been followed. 3. I have read and understand the Terms and Conditions included with this document. I agree to verification of equipment installation which may include a site inspection by a program or utility representative. I understand that I am not allowed to receive more than one incentive from this program on any piece of equipment. I hereby agree to indemnify, hold harmless and release the utility from any actions or claims in regard to the installation, operation and disposal of equipment (and related materials) covered herein, including liability from any incidental or consequential damages.

Applicant Signature

Date

Submit pages 3-7 only along with a copy of your itemized invoice within 90 days of product installation in one of two ways:

Mail: Citizens Energy Group, Attn: Rebates, 3100 West Rd., Building 3, Suite 200, East Lansing, MI 48823

Email: cgapplications@clearesult.com