

## GENERAL INFORMATION

1. This application must be used only for energy efficiency measures included in the table of measures and incentives on this application.
2. All applications for incentives greater than \$1,000 must be pre-approved by SMECO prior to purchasing and installing equipment.  
A pre-installation inspection may be required.
3. Upon receipt of approval, the Customer may begin project installation. Projects must be completed by the date indicated on the pre-approval letter. Customers must notify SMECO upon completion. If the project is completed in a manner different than what was indicated in the approved application, the Customer shall provide an amended application and explanation of what and why changes were made. Incentives will be determined based upon the actual qualified equipment installed. Copies of invoices for all work and equipment purchased are required.
4. A post-installation inspection may be required.
5. Upon final approval of the project, incentives will be paid to the Customer (account holder), or their designee, within four (4) weeks.

## CUSTOMER INFORMATION (SMECO ACCOUNT HOLDER)

<b>Company Name</b>			<b>Contact Person</b>		<b>Title</b>
<b>Street Address</b>			<b>SMECO Account</b>		<b>Application Date</b>
<b>City</b>	<b>State</b>	<b>Zip</b>	<b>Telephone</b>	<b>Fax No</b>	<b>Email</b>
<b>Mailing Address (if different)</b>			<b>City</b>		<b>State</b> <b>Zip</b>
<input type="checkbox"/> Corporation <input type="checkbox"/> LLC <input type="checkbox"/> Partnership <input type="checkbox"/> Individual Proprietorship <input type="checkbox"/> Not-for-Profit					<b>Federal Tax ID Number</b>

## PROJECT SITE INFORMATION

<b>Project Type:</b> <input type="checkbox"/> Retrofit of Existing Equipment <input type="checkbox"/> Failed Equipment Replacement					<b>Expected Completion Date</b>
<b>Business Type:</b> <input type="checkbox"/> Office <input type="checkbox"/> Retail <input type="checkbox"/> School <input type="checkbox"/> University <input type="checkbox"/> Religious Facility <input type="checkbox"/> Grocery <input type="checkbox"/> Restaurant <input type="checkbox"/> Lodging <input type="checkbox"/> Industrial <input type="checkbox"/> Warehouse <input type="checkbox"/> Health Facility <input type="checkbox"/> Multifamily <input type="checkbox"/> Other _____					
<b>Contractor Company Name</b>			<b>Contact Person</b>	<b>Address</b>	
<b>City</b>	<b>State</b>	<b>Zip</b>	<b>Telephone</b>	<b>Fax No</b>	<b>Email</b>

## CUSTOMER ACKNOWLEDGMENT AND PAYMENT

I have read the program requirements and Terms and Conditions listed in this application and I certify that the equipment has been installed to my satisfaction. SIGN ONLY AFTER PROJECT IS COMPLETED.

<b>Authorized Representative (Please Print)</b>		<b>Title</b>	<b>Date</b>
<b>Signature</b>		<b>Payment to:</b> <input type="checkbox"/> Customer (account holder) <input type="checkbox"/> Contractor (as listed above) <input type="checkbox"/> SMECO Bill Credit	

If incentive check is going to the Contractor, provide the following Contractor information.

<input type="checkbox"/> Corporation <input type="checkbox"/> LLC <input type="checkbox"/> Partnership <input type="checkbox"/> Individual Proprietorship <input type="checkbox"/> Not-for-Profit			
<b>Authorized Representative (Please Print)</b>	<b>Authorized Signature</b>	<b>Date</b>	<b>Federal Tax ID Number</b>

## ADMINISTRATIVE USE ONLY

<b>Date Received</b>	<b>Project #</b>	<b>Program Rep.</b>
<b>Pre-approved Date</b>	<b>Program Manager</b>	<b>Pre-approved Incentive \$</b>
<b>Final Approval Date</b>	<b>Program Manager</b>	<b>Final Incentive \$</b>

Return Completed Form to:  
 SMECO Business Solutions  
 c/o ICF International, 7125 Thomas Edison Drive, Suite 100, Columbia, MD 21046  
 Facsimile: 410-290-0861 | Email: [Business@smeco.coop](mailto:Business@smeco.coop)  
 Contact us with any questions: Phone 866-235-6044

**RETROFIT LIGHTING INSTRUCTIONS**

1. Complete the room-by-room inventory worksheet using the Excel-based Retrofit Lighting Worksheet found on SMECO's Web site. Rated wattages for various existing luminaire types are found in SMECO's Lighting System Rated Wattage Table (also included on the Prescriptive Lighting Worksheet).
2. Meet measure code eligibility requirements found in the tables on pages 4 and 5.
3. Transfer the total quantities installed for each measure code and calculate the total requested incentive for each measure code in the tables on pages 3 and 5.
4. Email the completed electronic copy of the worksheet in accordance with the instructions on the worksheet to [Business@SMECO.coop](mailto:Business@SMECO.coop).
5. Submit this application for pre-approval or final approval to the address on page 1 or email to [Business@SMECO.coop](mailto:Business@SMECO.coop).

**LINEAR FLUORESCENT LAMP AND BALLAST SPECIFICATION REQUIREMENTS**

- HPT8, Reduced Wattage T8, T5/T5HO lamps and qualifying ballasts are permitted for all measure codes unless specified otherwise in the measure code requirements.
- 17w 2-ft T8 lamps must have a minimum efficacy of 75 mean lumens/watt.
- 8-ft T8 lamps are not eligible on the Retrofit Lighting application.
- All 32w 4-ft T8 lamps and T8 ballasts must be listed on the Consortium for Energy Efficiency (CEE) "High Performance T8" product list or must meet CEE standards. Visit <http://www.CEE1.org> for further information.
- Reduced Wattage T8 lamps are acceptable provided they are on CEE "Reduced Wattage T8" list.
- 32w U-bend T8 lamps must have minimum efficacy of 79 mean lumens/watt.

**PRESCRIPTIVE LED GENERAL SPECIFICATION REQUIREMENTS**

- LED replacement lamps and LED luminaires must be listed on the [Design Lights Consortium](#) or [ENERGY STAR® Qualified Products](#) list.
- LED Luminaires must be new luminaires unless retrofit kits are specifically allowed in the Technical Requirements for the Measure Code.
- Applicant must verify compatibility with existing controls or existing transformers/power strips.

LIGHTING SYSTEM INCENTIVES					
Measure Code	Measure Description	Min. Watts Reduced	Incentive Amount	Retrofit Quantity	Retrofit Subtotal
11a	T12 relamp/reballast: replace existing T12 systems with HPT8, Reduced Wattage T8 or T5/T5HO lamps and qualifying electronic ballast. 1–2 lamps.	10	\$15/Fixture		
11b	T12 relamp/reballast: replace existing T12 systems with HPT8, Reduced Wattage T8 or T5/T5HO lamps and qualifying electronic ballast. 3–4 lamps.	15	\$25/Fixture		
12a	T8 relamp/reballast: replace existing T8 systems with Reduced Wattage T8 and qualifying electronic ballast. 1–2 lamps.	10	\$15/Fixture		
12b	T8 relamp/reballast: replace existing T8 systems with Reduced Wattage T8 and qualifying electronic ballast. 3–4 lamps.	15	\$25/Fixture		
15	Permanent delamping/retrofit: retrofit existing T12 or T8 systems with HPT8, Reduced Wattage T8 or T5/T5HO lamps and qualifying ballasts. Permanent delamping is required through the use of approved retrofit and/or reflector kits.	28	\$35/Fixture		
20	New commodity-grade HPT8, Reduced Wattage T8, or T5/T5HO fixtures with qualifying electronic ballast. Includes basic troffers, strips, wraps, and vapor tight fixtures.	18	\$35/Fixture		
25	New self-contained fluorescent stairwell fixture with HPT8, Reduced Wattage T8 or T5/T5HO lamps and T8 or CFL standby lamp. Integrated occupancy sensor furnished by manufacturer.	20	\$50/Fixture		
41	New high-efficiency advanced recessed fixture with HPT8 or T5/T5HO; 1 or 2 lamps.	30	\$65/Fixture		
42	New 4- or 8-ft industrial fixture with reflector and HPT8 or T5/T5HO lamps.	21	\$35/Fixture		
61	New Fluorescent T5HO/HPT8 High/Low Bay Fixture; Replacing ≤250w HID.	70	\$40/Fixture		
62	New Fluorescent T5HO/HPT8 High/Low Bay Fixture; Replacing 251w–400w HID.	70	\$55/Fixture		
63	New Fluorescent T5HO/HPT8 High Bay Fixture; Replacing 401w–1,000w HID.	200	\$85/Fixture		
71	New hard-wired compact fluorescent fixture or retrofit kit; 1–2 lamps.	21	\$35/Fixture		
90	LED exit signs.	10	\$25/Sign		
95	LED reach-in freezer or cooler lighting.	N/A	\$25/Lamp		
101	Reflector type screw-in integral LED replacement lamps, size 30 or larger, retrofit existing incandescent or halogen versions of lamps in similar nominal sizes.	30	\$30/Lamp		
102	MR integral LED replacement lamps retrofit existing halogen lamps of similar nominal size.	25	\$25/Lamp		
105	Recessed, surface, pendant or track downlight fixtures.	35	\$60/Fixture		
109	Exterior parking garage or canopy fixtures retrofit existing low and medium-wattage HID fixtures.	80	\$250/Fixture		
110	Exterior parking lot, area fixtures and wallpacks	50	\$150/Fixture		
Total Requested Lighting System Incentive					

Measure Code	Lighting System Eligibility Requirements	Measure Code	Lighting System Eligibility Requirements
11a/11b	<ul style="list-style-type: none"> <li>Lamp-for-lamp retrofits of existing T12 fluorescent systems</li> <li>Lamps and ballasts must replace existing T12 systems</li> <li>HPT8 lamps must be installed in conjunction with qualifying electronic ballasts</li> </ul>	71	<ul style="list-style-type: none"> <li>Installation of hard-wired compact fluorescent fixtures in place of incandescent or HID sources in retrofit and new construction</li> <li>Compact fluorescent fixtures must incorporate electronic ballasts with &lt; 33% THD. Measure Code 72 requires a dimming ballast</li> <li>Fixtures and retrofit kits with 1– 2 lamps are eligible; screw-in CFL lamps are not eligible</li> </ul>
12a/12b	<ul style="list-style-type: none"> <li>Lamp-for-lamp retrofits of existing T12 or T8 fluorescent systems</li> <li>Lamps and ballasts may replace existing T12 or full-wattage T8 systems</li> </ul>	90	<ul style="list-style-type: none"> <li>Installation of LED exit signs to replace incandescent or fluorescent sources in retrofits only</li> <li>Complete signs must be installed; LED retrofit kits are not eligible for incentive</li> </ul>
15	<ul style="list-style-type: none"> <li>Delamping and retrofit of existing T12 or T8 fluorescent systems</li> <li>Luminaires must be permanently delamped through the use of UL/CSA-listed retrofit kits specifically for this purpose; lamps must be re-centered in luminaires</li> <li>Light levels may be affected; therefore, delamping may not be appropriate for all applications</li> <li>Reflectors, if specified, shall have a minimum reflectivity of 90% and should be used if necessary to provide proper lighting levels or quality</li> </ul>	95	<ul style="list-style-type: none"> <li>Installation of LED strips to replace T12 and T8 sources in refrigerated display case for retrofit and new construction</li> <li>LED strips must completely replace prior equipment; existing channel wiring may be re-use</li> </ul>
20	<ul style="list-style-type: none"> <li>Installation of commodity-grade fluorescent luminaires in retrofit or new construction</li> <li>Eligible new fixtures may be surface, recessed, suspended or self-contained retrofit kits</li> <li>Commodity grade fixtures include most standard troffers, strips, wraps, and vaportight</li> </ul>	101	<ul style="list-style-type: none"> <li>Installation type PAR, BR or R integral screw-in LED lamps to replace incandescent or halogen lamps of similar nominal size</li> <li>Bulb size must be greater than or equal to 30</li> <li>Measure must save a minimum of 35w</li> <li>Applicant must verify compatibility with existing controls</li> </ul>
25	<ul style="list-style-type: none"> <li>Installation of self-contained occupancy-based luminaires in stairwells</li> <li>Eligible fixtures contain on-board, factory-furnished occupancy sensors and are designed for stairwells and other seldom-occupied spaces</li> <li>Standby (unoccupied) mode may be accomplished with the use of separate low-wattage fluorescent or CFL lamp or step-dimming ballast</li> </ul>	102	<ul style="list-style-type: none"> <li>Installation of MR integral LED replacement lamps to replace halogen lamps of similar nominal size</li> <li>Measure must save a minimum of 25w</li> <li>Applicant must verify compatibility with existing controls and transformer</li> </ul>
41	<ul style="list-style-type: none"> <li>Installation of high-efficiency advanced luminaires in place of those with higher lamp quantity</li> <li>Overall fixture efficiency be greater than or equal to 80%; zonal lumen percentage from 60-90 deg. <math>\geq</math> 15%</li> <li>Eligible new fixtures may be surface, recessed, suspended, or self-contained retrofit kits</li> </ul>	105	<ul style="list-style-type: none"> <li>Installation of recessed, surface, pendant, or track luminaires to replace incandescent, halogen, linear fluorescent, or CFL luminaires</li> <li>Measure must save a minimum of 35w</li> <li>Applicant must verify compatibility with existing controls</li> <li>New fixtures and self-contained retrofit kits are acceptable</li> </ul>
42	<ul style="list-style-type: none"> <li>Installation of industrial luminaires with reflectors to direct light output to the working plane</li> <li>Each fixture must have new reflectors with reflectivity of 87% or greater; retrofit kits permitted</li> <li>Up to 20% uplight through the use of reflector slots may be included in the design</li> </ul>	109	<ul style="list-style-type: none"> <li>Installation of recessed or surface luminaires in parking garages or gasoline canopies to replace HID or linear fluorescent luminaires</li> <li>Measure must save a minimum of 80w</li> </ul>
61-63	<ul style="list-style-type: none"> <li>Installation of fluorescent high/low bay luminaires in place of HID sources</li> <li>Reduced wattage T8 and standard T5 lamps are not permitted with this measure code</li> <li>Overall fixture efficiency must be equal to or greater than 80%</li> <li>Luminaires must contain 3–12 lamps and be installed to 15ft AFF</li> </ul>	110	<ul style="list-style-type: none"> <li>Installation of parking lot, area, or wall pack luminaires to replace HID luminaires</li> <li>Measure must save a minimum of 50w</li> </ul>

LIGHTING CONTROL INCENTIVES					
Measure Code	Measure Description	Min. Watts Controlled	Incentive Amount	Quantity	Incentive Subtotal
81	Occupancy Sensor – Wall switch replacement	40	\$25/Control		
82	Occupancy Sensor – Remote wall/ceiling mount	119	\$75/Control		
83	Occupancy Sensor – Fixture mounted	40	\$25/Control		
85	Daylight Control – Continuous dimming - dimming ballasts	192	\$40/Ballast		
86	Daylight Control – On/off control - standard ballasts	192	\$30/Ballast		
88	Occupancy Control – LED reach-in freezer or cooler lighting	150	\$9/Door		
Total Requested Control Incentive					

Total Requested Incentive

Measure Code	Lighting Control Eligibility Requirements	Measure Code	Lighting Control Eligibility Requirements
81	<ul style="list-style-type: none"> <li>Hardwired wall switch occupancy sensor; passive infrared, ultrasonic, or dual technology</li> <li>Occupancy sensors with "manual on" override are not eligible for incentives</li> </ul>	85	<ul style="list-style-type: none"> <li>Hardwired photo sensor designed to dim lamps in response to ambient daylight</li> <li>Minimum of four CEE-listed dimming ballasts per control unit</li> </ul>
82	<ul style="list-style-type: none"> <li>Hardwired ceiling or wall-mounted remote occupancy sensor; passive infrared, ultrasonic, or dual technology</li> <li>Occupancy sensors with "manual on" override are not eligible for incentives</li> </ul>	86	<ul style="list-style-type: none"> <li>Hardwired photo sensor designed to dim lamps in response to ambient daylight</li> <li>Minimum of four ballasts per control unit</li> </ul>
83	<ul style="list-style-type: none"> <li>Hardwired fixture-mounted occupancy sensors; passive infrared, ultrasonic, or dual technology</li> <li>Sensors may be furnished as new equipment by fixture manufacturer or installed on existing fixtures in retrofit applications</li> </ul>	88	<ul style="list-style-type: none"> <li>Hardwired occupancy sensor designed to operate refrigerated case strips</li> <li>Sensors may be installed at end of aisle or on individual cases</li> </ul>

## TERMS AND CONDITIONS

1. **ELIGIBILITY:** Incentives are available to SMECO non-residential Customers for the purchase and installation of qualifying energy conservation measures (ECMs) in the SMECO service territory, subject to these Terms and Conditions (T&Cs). SMECO reserves the right to deny any application that may result in SMECO exceeding its program budget. Incentives are offered on a first-come, first-served basis and are subject to project and Customer eligibility and availability of funds.
2. **AUTHORIZATION, PROGRAM CHANGES, SUSPENSION, OR CANCELLATION:** SMECO may change the program requirements, incentives, or T&Cs, including suspending acceptance of applications or terminating the program, at any time without notice. In the event of a program change, pre-approved applications will be processed to completion under the T&Cs in effect at time of pre-approval. Submission of a completed application does not entitle the Customer to program participation. For projects requiring pre-approval entitlement to program participation, SMECO's obligation to pay incentives will occur only after SMECO has granted written authorization, which SMECO may approve or disapprove at its sole discretion.
3. **PROJECT APPROVAL:** Pre-approval is required for all Custom projects as well as all Prescriptive projects qualifying for a total incentive greater than \$1,000. SMECO reserves the right to pre-inspect any project prior to pre-approval. No project-related ECMs may be ordered or installed prior to the date of SMECO's pre-approval. Prescriptive projects qualifying for a total incentive of less than \$1,000 must be purchased within 3 months of the date SMECO receives the application.
4. **PROOF OF PURCHASE:** Prior to SMECO's verification of the ECM installation, the Customer must provide copies of all invoices or other reasonable documentation that verify the costs of purchasing and installing the ECMs, including all material, labor, and equipment discounts. Invoices must indicate a verifiable breakout of all ECMs purchased for installation under this application.
5. **PROJECT VERIFICATION:** SMECO is not obligated to pay any incentive until it has performed a satisfactory post-installation inspection. If SMECO determines that ECMs were not installed in a manner consistent with the approved application, or if an unapproved ECM was installed, or if the installation was not consistent with generally accepted engineering practices, changes may be required before payment is issued.
6. **CUSTOMER TAX OBLIGATION:** The Customer or their designated contractor is responsible for declaring and paying any and all applicable federal, state, and local taxes that may be owed on any incentive payment.
7. **COMPLIANCE:** The Customer is responsible for obtaining any and all necessary licenses and permits related to the installation of ECMs. The Customer also agrees to comply with all federal, state, and local laws and regulations related to the installation and disposal of all equipment.
8. **REMOVAL OF EQUIPMENT:** The Customer agrees to remove and dispose of the equipment being replaced by the ECMs in accordance with all legal requirements. The Customer agrees not to re-install any of this equipment in the SMECO service territory or transfer it to any other party for such installation.
9. **REPLACEMENT OF FAILED EQUIPMENT:** Customers who install ECMs are expected to replace any of the ECMs that fail with similar or superior energy saving equipment at the Customer's expense.
10. **EVALUATION FOLLOW-UP VISITS:** With advance notice, SMECO reserves the right to make follow-up visits to Customer facilities during the 36 months following the actual completion of the project to provide SMECO with an opportunity to review the operation of the ECMs for program evaluation purposes.
11. **CONTRACTOR SELECTION:** The Customer may select any contractor to perform the work contemplated by the application, whether a SMECO Trade Ally or not. However, SMECO reserves the right, in its sole reasonable discretion, to prohibit specific contractors from program participation.
12. **NO WARRANTIES:** SMECO does not endorse, guarantee, or warrant any particular manufacturer or product and SMECO provides no warranties, expressed or implied, for any products or services. SMECO is not liable or responsible for any act or omission of any contractor hired by the Customer (if any) whether or not said contractor is a participating SMECO Trade Ally. The Customer's reliance on warranties is limited to any warranties that may arise from, or be provided by contractors, vendors, etc. The Customer acknowledges that neither SMECO nor any of its consultants is responsible for assuring the design, engineering, and construction of the facility or installation of the ECMs is proper or complies with any particular laws (including patent laws), codes, or industry standards. SMECO does not make any representations of any kind regarding the results to be achieved by the ECMs or the adequacy of safety of such measures.
13. **LIMITATION OF LIABILITY:** SMECO's sole liability is limited to paying the properly qualified rebates specified herein. SMECO shall not be liable to the Customer or any other party for any indirect, consequential, or incidental damages, regardless of the theory of recovery, caused by or arising from any activities associated with this program.
14. **OBLIGATIONS BETWEEN THE PARTIES:** Customer acknowledges that any contractor selected by the Customer is not an agent, contractor, or subcontractor of SMECO and is an independent contractor engaged by the Customer, and that SMECO does not manage or control the contractor's performance. SMECO shall have no obligation to maintain, remove, or perform any work whatsoever on the ECMs installed. SMECO shall have no liability for contractor's failure to perform, for failure of the ECMs to function, for any damage to the Customer's premises caused by the contractor, or for any and all damages to property or injuries to persons caused by the ECMs.
15. **ENERGY BENEFITS:** SMECO is entitled to 100% of the energy benefits associated with the ECMs, excluding the value of energy cost savings realized by the Customer, but including all rights to all associated PJM Energy, Capacity and Reserves Products, and applicable environmental credits. The Customer agrees to provide SMECO with such further documentation as SMECO may request to confirm SMECO's ownership of such benefits and products.
16. **MISCELLANEOUS:** These T&Cs and this application constitute the entire agreement between the parties and supersede all other communications and representations.