

PROGRAM RULES AND QUALIFICATIONS

General Requirements

- The installation address must have Colorado Springs Utilities (Utilities) commercial electric service and the application must be signed by the account holder or building owner. Third parties may be authorized in writing to complete the application in the account holders name.
- Utilities account(s) for rebate participant must be current and non-delinquent (i.e. no past due balances) at the time the rebate application is processed or rebate will be denied.
- Qualifying equipment must be purchased & installed from January 1 to November 30, 2018. Projects may start in 2018 and finish in 2019 with prior approval of the program manager.
- Complete application packages must be submitted in the year the work is performed/started. Utilities is not responsible for lost, late, damaged, illegible, misdirected or postage-due applications.
- Submitted applications and worksheets MUST be filled out COMPLETELY. Incomplete applications or worksheets WILL NOT be accepted.
- Pre-and-post inspections are required for projects over 30 fixtures. No more than 60 fixtures at a single location may be rebated without a pre-inspection. Multiple sites count as a project if they are done under one contract.
- Allow a minimum of five (5) working days from the date the completed application is submitted to the pre-inspection.
- Project must start within thirty (30) days of the pre-inspection by Utilities for money to be reserved. This can be either actual construction or proof that materials have been ordered
- Periodic progress reports may be required for larger rebates
- Final invoices/receipts with a zero balance or marked "Paid" or financing agreements with a clearly indicated total cost and payment schedule must be submitted in the calendar year they are paid.
- Purchase documents must clearly identify the approved equipment included on the Lighting Data worksheet and include date of purchase, purchase price, quantity manufacturer, model #, and complete description of lighting purchased. Failure to provide invoices or receipts will result in denial of the rebate.
- Qualifying purchases do not guarantee approval of a rebate. Rebates are offered on a first come, first served basis and subject to availability of funds.
- Lamps, ballasts or fixtures rebated under this program are not eligible for additional rebates under any other Utilities incentive program.

- Utilities reserves the right to remove non-complying participants from the program and the amount rebated will be charged back to the utility account.
- Rebates are generally issued as a **credit** to the Springs Utilities service account and may take up to eight (8) weeks to process.
- Payment of rebates is contingent on budget approval by City Council.
- All requirements of the program are subject to change at any time.
- Rebate limited to no more than fifty (50) percent of the project cost or \$300,000, whichever is less.
- Each controlling legal entity is limited to no more than \$500,000 in lighting rebates per program year.

Equipment Requirements

- This program is for retrofit applications only and does **not** apply to new construction. Rebates for complete renovations (gut and redo) will be based on lighting design vs. ComCheck
- Qualifying equipment purchased & installed must be new. The purchase of products that are used, rebuilt, rented, leased, exchanged, won as a prize, get one free offer, or purchased at auction (online or in-person) are **not** eligible.
- New Fixtures and or lamps must reduce total energy use. All added or removed fixtures must be included on the Lighting Data Worksheet.
- The following lamps are considered baseline and are not eligible for a rebate as a replacement lamp: 32W T8 Four-foot fluorescent, HID (Metal Halide, HP or LP Sodium or Mercury) even if lower wattage, incandescent or CFL.
- Existing fixtures cannot be abandoned in place. They must be removed. Unused tombstones must be removed.
- Removed fixtures cannot be reused or sold for reuse in the Springs Utilities electric service territory.
- For safety purposes, all lighting fixtures must be listed by a Nationally Recognized Testing Laboratory (UL, ETLus, CAUS etc). DLC and/or CE alone are not acceptable.
- It is the sole responsibility of the customer to take all necessary steps to ensure product(s) installation meets local, state and federal safety code requirements.
- Table and floor lamps plugged into the wall do not qualify.

Waste Management Requirements

- All rebate participants are individually and solely responsible for compliance with federal, state and local guidelines and requirements for proper equipment management, including but not limited to storage, transportation, recycling and disposal.

WARRANTY DISCLAIMER: Springs Utilities makes no representations or warranties about any make or model of equipment, including any warranties of merchantability, fitness for a purpose or energy efficiency. This rebate program is subject to change and/or discontinuation without notice. Springs Utilities reserve the right to inspect installation premises or request additional information/documentation prior to rebate payment. Springs Utilities is not liable or responsible for any act or omission of any contractor whatsoever.

LIMITATION OF LIABILITY: In no event, shall Springs Utilities be liable to Rebate Participant or any third party for any special, incidental, indirect or consequential damages, including loss of profits, loss of use or cost of replacement equipment associated with replacement of equipment and management of resultant wastes. Nothing in the Rebate Program shall be interpreted to limit or prevent the protections afforded to Springs Utilities under the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, et seq.

Colorado Public (Open) Records Act (CORA) - Springs Utilities is an enterprise of the City of Colorado Springs, therefore, Springs Utilities' records are public records open for inspection by any person at reasonable times, except as provided by the Colorado Public (Open) Records Act (CORA) or other laws. The CORA permits the denial of inspection of any records that contain personal and financial information of past or present users of public utilities.



BUSINESS LIGHTING Rebate

Promotion Dates: 01/01/2018 – 12/31/2018

Incomplete Applications will be denied.

ACCOUNT HOLDER INFORMATION

Utility Account #: _____ Account Name: _____
(as shown on utility bill)

Installation Address: _____ City: _____ State: CO Zip Code: _____

Mailing Address: _____ City: _____ State: _____ Zip Code: _____
(If different from installation address)

Site Contact: _____ Email: _____ Phone: _____

EQUIPMENT TYPE INFORMATION (REQUIRED)

Complete the online Lighting Data Worksheet and submit along with this application.

STEPS TO RECEIVE REBATE

Call 719-668-5760 to verify the availability of funds.
Review the rules and complete the Application and Lighting Data Worksheet **Online** at <http://www.csu.org/business/rebates/Pages/lightingrebates.aspx>.
You may electronically sign the form by clicking in the signature block.
You may need to upgrade to the latest edition of Adobe.
Save completed forms to your computer.
Email completed forms in their original file format to: rswope@csu.org.

- When the application is received, Springs Utilities will call the customer to schedule a pre-inspection for projects greater than thirty (30) fixtures.
- Upon successful completion of the pre-inspection, install the qualifying equipment.
- Call 719-668-5760 to schedule a post inspection for project greater than thirty (30) fixtures.
- Submit Paid Invoices/receipts. These must include date of purchase, material costs, labor costs, quantity, manufacturer, model #, and complete description of lighting purchased.

The customer name must appear in the subject line.

NOTE: Scanned copies or pictures of the Application and Lighting Data Worksheet WILL NOT be accepted. Scanned copies of proof of payment and cut sheets will be accepted.

AFFIDAVIT OF LEGAL RESIDENCY IS REQUIRED UNDER COLORADO LAW (Sole Proprietorship only)

I swear/affirm under penalty of perjury under the laws of the State of Colorado that I am:

- a United States citizen, or
- a Permanent Resident of the United States, or
- am lawfully present in the United States pursuant to Federal Law.

**** INCLUDE A COPY OF YOUR APPROVED PHOTO ID ****

Signature Required: _____ Date: _____ Employee Verification _____

I understand that this sworn statement is required by law because I have applied for a public benefit. I understand that state law requires me to provide proof that I am lawfully present in the United States prior to receipt of this public benefit or prior to entering a contract with the state. I further acknowledge that making a false, fictitious, or fraudulent statement or representation in this affidavit is punishable under the criminal laws of Colorado as perjury in the second degree under Colorado Revised Statute 18-8-503 and it shall constitute a separate criminal offense each time a public benefit is fraudulently received.

Signature certifies that 1) The account holder is solely responsible for the accuracy of the application; 2) have read and understand the program rules and requirements.

Customer Name (Please print) _____ Phone Number _____

Signature Required _____ Date _____

As a courtesy to other customers, please do not submit rebate documents until you have a firm commitment to proceed.