

# Easy Upgrades Commercial-Industrial Building Retrofit Incentive Application

Effective January 5, 2009



This is for (check one):  Pre-App. Expected completion date \_\_\_\_\_  
 Final App. File number issued earlier \_\_\_\_\_  
 Final App, no Pre-App. Project start date \_\_\_\_\_

## Customer Information

Applicant Name (Organization)		<input type="checkbox"/> Account Number or <input type="checkbox"/> Meter Number (Provide one)		For Idaho Power Use Only	
Location Designation (Site name, if any)		Activity at Location		Application #	_____
Facility Address		City	State	Zip	
Mailing Address (If different)		City	State	Zip	
Contact Name		Title			
Phone	Fax	E-mail			
Federal Tax ID Number (EIN or SSN)		Official Tax Name (Associated with TIN)			
		Pre-App Rec'd		_____	
		Final App Rec'd		_____	
		Customer Rep		_____	

## Supplier or Contractor Information

Company Name		License Number			
Mailing Address		City	State	Zip	
Contact Name		Title			
Phone	Fax	E-mail			

## Project Details

(Check all that apply and attach worksheets)

- Lighting/Controls
- HVAC/Controls
- Motors/Controls
- Building Shell
- Plug Loads
- Grocery Refrigeration

### Projected Incentives (From worksheets)

	Complete for Pre-App	Complete for Final App
	\$ _____	\$ _____
	\$ _____	\$ _____
	\$ _____	\$ _____
	\$ _____	\$ _____
	\$ _____	\$ _____
	\$ _____	\$ _____
<b>Totals</b>	<b>\$ _____</b>	<b>\$ _____</b>

### Project Costs (From invoices)

Complete for Final App
\$ _____
\$ _____
\$ _____
\$ _____
\$ _____
\$ _____
\$ _____
\$ _____

## Applicant Agreement (complete for Final App)

I, the undersigned, declare that I am a duly authorized representative of the owner of the building described above, that my project is complete (completion date \_\_\_\_\_), meets all the terms and conditions of the Easy Upgrades program and meets all of the applicable specifications listed on the attached worksheet(s).

Applicant Name (please print)	Applicant Signature	Date
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## Third Party Information (if applicable)

Issue Incentive Payment to (check one only):  Customer  Third Party (complete information below)

Name of Third Party	Contact Name	Title	
Mailing Address	City	State	Zip
Phone	Fax	Email	
Federal Tax ID Number (EIN or SSN)	Official Tax Name (associated with TIN)		

When completed, e-mail your application, worksheet(s) and other supporting materials to: [easyupgrades@idahopower.com](mailto:easyupgrades@idahopower.com), fax to: (208) 388-5750, or mail to: Idaho Power, Attn: Easy Upgrades, CHQ 7, PO Box 70, Boise, ID 83707-0070

# Easy Upgrades Terms & Conditions

## Applicant Information & Agreement

**Incentive Offer:** This incentive program covers projects completed no more than six months prior to the final application for any commercial or industrial facility that is served by Idaho Power on schedule 7, 9 or 19. Residential buildings, irrigation systems and street lighting accounts are *not* eligible. Details of this program, including incentive levels, are subject to change without prior notice. Payments for each project are determined by the incentive levels that are in place when the Final Application is submitted.

**Preliminary Application:** This program requires a Preliminary Application which reserves incentive funds for your project. Payments will not be made until the project has been completed, the Final Application has been submitted and the supporting materials have been reviewed.

**Proof of Purchase:** Equipment must be purchased and installed before payment can be issued. Sales slips, invoices or other documentation itemizing the new equipment purchased must accompany each incentive application. The proof of purchase should indicate the size, type, make, model or part number of each product installed and the date of purchase.

**Payment:** Incentive payments are for projects where the equipment installed is intended for long-term use. Submitting the Final Application with incomplete or missing information may delay check processing and delivery. False information may lead to cancellation of this and future incentive applications and/or a claim by Idaho Power for the return of any incentive. Idaho Power cannot pay more than 100% of the product price and labor shown on the invoice. Projects receiving incentive payments through any other Idaho Power incentive program are not eligible for any payment through this program for the same equipment or features.

**Third Party Payment:** Third party payments are possible. If the incentive check is to be made payable to a third party, the "Third Party Payment" box must be checked and the required information on the payee must be provided in that section of the application. While the applicant understands that they will not receive the incentive check, the applicant is still bound by the requirements of this agreement.

**Project Review and Verification:** Any project may be subject to an on-site inspection prior to payment, either before or after the project is completed. Idaho Power reserves the right to verify sales transactions and inspect all installations. Projects applying for larger incentive payments or those with less detailed documentation are more likely to be subject to an on-site inspection or further review of their application.

**Tax Liability:** The applicant is responsible for any tax liability imposed as a result of the payment of incentives. Taxpayer identification numbers are required from each applicant prior to payment. Incentive payments greater than \$600 will be reported to the IRS each year.

**Endorsement:** Idaho Power does not endorse any particular manufacturer, product, system design or design professional in promoting this program. Measures on the application are not necessarily applicable for installation in every building. The omission of other measures does not in any way imply that they may not be effective.

**Safety and Building Codes:** The applicant agrees that each measure complies with all federal, state, and local safety, building and environmental rules, codes and regulations. All products must be UL-listed and installed per manufacturer's instructions.

**Appropriate Waste Disposal:** The applicant agrees that all wastes generated as a result of this project are solely the responsibility of the applicant. Applicant further agrees that any waste generated as part of this project will be managed, transported and disposed in strict compliance with any applicable federal, state or local laws and rules. If applicant chooses to recycle any materials generated as a result of this project, such materials will be managed, transported and recycled in strict compliance with any applicable federal, state or local laws and rules. Idaho Power does not endorse any particular waste management, transportation, disposal or recycling options and Idaho Power will not provide any third party payments to waste transporters, disposal facilities or recycling facilities under this agreement.

**Disclaimer of Warranties:** Idaho Power neither expressly nor implicitly warrants the performance of installed equipment. The applicant understands that, while Idaho Power may provide an incentive payment, Idaho Power is not liable for the proper completion of the work performed or the proper performance of any equipment purchased. Contact your contractor for details regarding equipment warranties.

**Information Release:** The applicant understands and agrees that Idaho Power and/or its representatives may include a description of this project and other project details in its case studies, brochures, press releases, advertisements and other marketing materials presented to the public. Idaho Power will attempt to provide notice prior to the use of such information. By providing Idaho Power with timely written notice, the applicant can refuse the inclusion of specific details in such materials.