



# Save today on improvements for tomorrow.

Rebate Application for Commercial and Industrial Energy Audit





## Save today, tomorrow and for years to come.

Whether you're improving existing equipment or investing in an energy efficient remodel, our rebates will help offset your upfront costs, while our natural gas equipment will save you money for years to come.

### Apply for your rebate today.

Simply review the checklist below, then sign and submit the application.

Here's what you'll need to get started:

- Spire account number for the project facility
- Customer and contractor contact information
- Proof(s) of purchase
- Additional equipment documentation (if required)

### Review the application checklist.

- Read the Terms and Conditions (last page) to determine if you are eligible for a rebate.
- Verify the equipment you install meets the specific equipment guidelines. All products require proof of purchase and may require additional documentation depending on the equipment installed. See proof of purchase requirements.
- Purchase and install qualifying equipment during the eligible program time period Oct. 1, 2018 through Sept. 30, 2019.
- Complete Steps 1–6 of the application.
- Sign and date the application.
- Mail, fax or email your completed application, proof(s) of purchase and additional documentation before Oct. 31, 2019 to:

Spire C&I Rebate Program  
P.O. Box 311  
Hockessin, DE 19707  
Fax: 302-504-3080  
Email: [Spire@AppliedEnergyGroup.com](mailto:Spire@AppliedEnergyGroup.com)

### Read the proof of purchase requirements.

Retail/contractor dated receipt or invoice must reflect the product(s) listed on the application and include:

- Retailer/contractor name, address and phone number
- Product(s) listing, including:
  - Quantity
  - Manufacturer
  - Model number
  - Purchase price for each product
  - Installation costs (if applicable)
  - Product installation date (if installed by contractor)

Your rebate check will be mailed approximately four to six weeks after we receive a completed, eligible application including all required documentation.

**We're here to help. If you have questions, feel free to contact our rebate coordinator at 302-504-3084 or [Spire@AppliedEnergyGroup.com](mailto:Spire@AppliedEnergyGroup.com).**

**For more information on rebates for your business, visit [SpireEnergy.com/commercial-rebates](http://SpireEnergy.com/commercial-rebates).**

# Commercial and Industrial Energy Audit Rebate Application



Please complete all the steps below.

## Step 1: Customer information

Spire account number:

Account holder/company name (*as it appears on your Spire bill*)

Installation address

County

City State ZIP

Contact person

Title

Telephone number

Email (*will be used for rebate notification*)

Please send me periodic rebate program alerts and updates.

Mailing address (*if different from installation address*):

Street address

City State ZIP

## Step 2: Contractor/dealer information

Company name

Contact name

Company street address

City State ZIP

Telephone number

Email (*will be used for rebate notification*)

Please send me periodic rebate program alerts and updates.

## Step 3: Facility information

New construction  Existing facility

Building type:

<input type="checkbox"/> Manufacturing	<input type="checkbox"/> Office	<input type="checkbox"/> Multi-family
<input type="checkbox"/> Retail	<input type="checkbox"/> Government	<input type="checkbox"/> Education
<input type="checkbox"/> Religious	<input type="checkbox"/> Restaurant	<input type="checkbox"/> Healthcare
<input type="checkbox"/> Hotel/motel	<input type="checkbox"/> Grocery	<input type="checkbox"/> Warehouse
<input type="checkbox"/> Other _____		

Square footage: \_\_\_\_\_

Own or rent:  Owner occupied  Tenant  
 Property management/landlord

Type of installation:  New  Replacement

How did you hear about the Spire Rebate Program?  
(*Check all that apply*)

<input type="checkbox"/> Contractor/dealer	<input type="checkbox"/> Internet/web
<input type="checkbox"/> Bill insert	<input type="checkbox"/> Newsletter
<input type="checkbox"/> Word of mouth	<input type="checkbox"/> Seminar/meeting
<input type="checkbox"/> Email	<input type="checkbox"/> Other _____

## Step 4: Payment information

Send rebate check to:

Installation address  Mailing address  Third party

All rebate checks will be made payable to account holder unless authorization is completed below.

I am authorizing this payment of my rebate to the third party ("Payee") named below and I understand that I will not be receiving the rebate check from Spire. I also understand that my release of the payment to the third party does not exempt me from the rebate requirements outlined in this application.

Authorized by Spire account holder

Signature \_\_\_\_\_ Date \_\_\_\_\_

Make rebate check payable to:

Payee: company/individual name

Mail rebate check to:

Street address

City State ZIP

## Step 5: Audit information

Please complete the energy audit information below. Energy audit applications must be submitted along with a qualified standard or custom rebate application to be eligible for a rebate. Spire offers a rebate to business customers for an energy audit conducted at the service location. Audits must be conducted by a certified professional and reach, at a minimum, the level of effort of an ASHRAE Level I walk-through analysis. To qualify for the audit rebate, at least one eligible energy efficiency measure identified in the audit must be installed and the audit must be performed prior to the implementation of the eligible energy efficiency measure. The customer is responsible for paying for the cost of the audit directly to the auditor, and a complete copy of the audit must accompany the rebate application. The audit rebate must be applied for and processed at the same time as the eligible energy efficiency measure rebate application.

Service type	Minimum requirements	Rebate
Energy audit ≤ 25,000 sq. ft	<ul style="list-style-type: none"> <li>• Certified audit professional</li> <li>• ASHRAE Level 1 walk-through audit</li> <li>• Approved standard or custom rebate application submitted with audit application</li> </ul>	50% of audit cost, \$375 maximum per building
Energy audit > 25,000 sq. ft		50% of audit cost, \$500 maximum per building
Energy audit ≤ 25,000 sq. ft (Non-profit*)		75% of audit cost, \$600 maximum per building
Energy audit > 25,000 sq. ft (Non-profit*)		75% of audit cost, \$750 maximum per building

\*Non-profit customers are defined as government agencies, public school districts or other customers that demonstrate qualification as a 501(c) (3) charity or benevolent corporation as defined by RSMo 352.010.

Checklist must be completed to be eligible for a rebate.

### Service information checklist

Energy auditor company name: \_\_\_\_\_

Energy auditor name: \_\_\_\_\_

Date of audit: \_\_\_\_\_

Auditor telephone number: \_\_\_\_\_

Facility type:  Non-profit  For-profit facility

Type of equipment/service submitted for rebate (e.g. furnace): \_\_\_\_\_

Equipment installation/service date: \_\_\_\_\_

### Reminder

Please make sure to submit the following with your Energy Audit application:

- Copy of your audit report
- Standard or custom rebate application for installed/recommended improvement
- Invoices for energy audit
- Invoices for installed equipment or service (standard rebate only)

## Step 6: Customer agreement and signature

### Terms and Conditions

This program offers financial incentives for the purchase and installation of eligible high-efficiency natural gas equipment and services. 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 Spire commercial or industrial customer.
- Effective May 1, 2015, customers may receive standard and/or custom program rebates up to \$100,000 per program year.
- To be eligible for a non-profit rebate, a customer must be defined as a government agency, public school district or other entity that demonstrates qualifications as a 501(c) (3) charity or benevolent corporation as defined by RSMo 352.010.
- Customer information must be completely filled out on application. Submittal of an application does not guarantee rebate eligibility.
- Standard applications do not require pre-approval, but in all cases invoices, receipts or other proof-of-payment must be submitted immediately upon the completion of a project. Rebate payments will not be issued until receipt of final proof-of-payment. A program year begins October 1 and ends September 30 each year. All applications and invoices for projects completed during the previous program year must be received no later than October 31.
- This application is subject to program rules and to regulatory rules and orders. Spire reserves the right to change any portion of this program or to end this program without notice.
- All purchased and installed equipment must be new. Refurbished or homemade systems are not eligible. Where applicable, energy-efficiency ratings must comply with those listed in the Air-Conditioning, Heating and Refrigeration Institute (AHRI) Directory.

### 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. Spire is not responsible for any tax consequences of the rebate program.

### Disclaimer

Spire 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 indemnify and hold harmless Spire and its officers, directors, shareholders, agents, employees and representatives from all claims, liabilities, fines, interest, costs, expenses and damages incurred by the customer, and for any damage, injury, death, loss or destruction of any kind to persons or property, arising out of or related to this program or in any way associated with the equipment and services that are the subject of this program.

The undersigned does hereby certify that: The undersigned, and not Spire, is solely responsible for the accuracy of the information contained in this application and acknowledges that nothing contained in this application shall impose any liability on Spire for the work performed for this program by the vendor. All rules and Terms and Conditions of this Spire program have been followed.

Spire customer signature: \_\_\_\_\_ Date: \_\_\_\_\_

