

## Specialty Measures Incentive Application for Business Customers

A Cash Incentive Energy Efficiency Program brought to you by:



### Instructions for Use:

*For complete instructions, please refer to the Terms and Conditions on page 2.*

**Step 1: Determine Eligibility.** Equipment must be new and installed in a business. Only new products which are exact product types listed in this application form are eligible for prescriptive incentives described in this application. If the potential incentive is greater than \$10,000, pre-approval from the participating utility is required. Contact the utility to get pre-approval.

**Step 2: Install Equipment.** New equipment must be installed and old equipment properly removed and disposed of. Old equipment must not be installed elsewhere.

**Step 3: Complete and sign the application.** Complete the application and attach copies of all project invoices, including labor costs. Include manufacturer (OEM) specification sheets.

**Step 4: Submit completed application.** A completed application and all supporting documents must be received by The Utility within 60 days of installation. Incomplete applications will cause delays in payment or denial of the application. Mail, fax, or e-mail the application and all supporting documentation to:

Melrose Public Utilities  
225 E First St N  
Melrose, MN 56352  
Phone: (320) 256-4278  
Fax: (320) 256-7766



Please note: Melrose Public Utilities and its supplemental power supplier, Missouri River Energy Services, are offering this Bright Energy Solutions Program. Melrose Public Utilities and Missouri River Energy Services together will be referred to as "The Utility" throughout this document.

Please visit [www.brightenergysolutions.com](http://www.brightenergysolutions.com) for more information about the Bright Energy Solutions<sup>SM</sup> Programs.

**ELIGIBILITY:**

- These incentives are offered by Missouri River Energy Services and its participating members. For questions regarding eligibility, call your local utility listed on the cover page of this application.
- Commercial, industrial, and governmental customers who purchase electricity from The Utility are eligible to participate in the Bright Energy Solutions<sup>SM</sup> Specialty Measures Incentive Program. Eligible equipment must be connected to an electric service billed under a commercial or industrial rate class by The Utility.
- This program is applicable only to equipment that meets the detailed equipment specifications and requirements described in this application. The Utility will determine, in its discretion, whether such specifications and requirements are satisfied.
- Customers may not receive more than one incentive for each piece of equipment installed under this program or any combination of Bright Energy Solutions<sup>SM</sup> programs.

**TERMS AND CONDITIONS:**

1. **Incentive Offer:** Projects, including all required installation, must be completed by December 31, 2010. A signed application and itemized invoices for materials and labor must be submitted to the participating utility at the address located on the cover page of this application **within 60 calendar days of project completion**. Please keep a copy for your records.
2. **Proof of Purchase:** This application must have complete information and be submitted with an invoice(s) itemizing the new equipment purchased and labor costs. The invoice(s) must indicate date of purchase, size, type, make, model, and total project cost. Manufacturer (OEM) specification sheets must also be included.
3. **Compliance:**
  - a) All projects must comply with federal, state, and local codes.
  - b) All equipment must be new or retrofitted with new components per the program specifications. Used or rebuilt equipment is not eligible for incentives. Existing equipment must be removed and properly disposed of.
  - c) Equipment must meet specification requirements and be purchased, installed, and operating prior to submitting an incentive application.
  - d) Customers may only receive one incentive per piece of qualifying equipment.
  - e) All projects for which more than \$10,000 in incentive payments are sought must be approved by The Utility prior to the commencement of the project. Receipt of pre-approval does not guarantee incentive payments will be made. Incentive payments will be made only upon the customer's satisfaction of all terms and conditions of this program.
  - f) All terms and conditions of this application must be satisfied by the customer.
4. **Payment:** Once completed paperwork is submitted, incentive payments are usually made within 4-8 weeks. Incomplete applications will either delay payments or be denied. The Utility reserves the right to refuse payment and participation if the customer or the customer's contractor violates program rules and procedures.
5. **Inspection:** The Utility may conduct an inspection of the customer's facility to survey any installed projects. All projects exceeding \$10,000 of incentives will be inspected prior to incentive payment. The Utility may inspect customer records relating to incentives sought by the customer.
6. **Information Sharing:** The Utility reserves the right to publicize your participation in this program, unless you specifically request otherwise in writing. Information contained in this application may be shared with state boards, commissions, departments, and other Bright Energy Solutions<sup>SM</sup> participating utilities.
7. **Program Discretion:** Incentives are available on a first-come, first-served basis. This program and its incentive amounts are subject to change or termination without notice at the discretion of The Utility. Neither pre-approval of a project, nor any other action by The Utility, will entitle a customer to an incentive payment until the application is finally approved by The Utility.
8. **Logo Use:** Customers or trade allies may not use the name or logo of Bright Energy Solutions<sup>SM</sup>, The Utility, or any other participating utility in any marketing, advertising, or promotional material without written permission.
9. **Disclaimers:** The Utility
  - a) does not endorse any particular manufacturer, product, labor or system design by offering these programs;
  - b) will not be responsible for any tax liability imposed on the customer as a result of the payment of incentives;
  - c) does not expressly or implicitly warrant the installation or performance of installed equipment or any contractor's quality of work (contact the equipment manufacturer or contractor for warranties);
  - d) is not responsible for the proper disposal/recycling of any waste generated as a result of this project;
  - e) is not liable for any damage, injury, or loss of life arising from or relating to the removal, installation, or operation of any equipment, or any other action taken by the customer or The Utility, in connection with a project undertaken by the customer under the programs described in this application;
  - f) does not guarantee that a specific level of energy or cost savings will result from the implementation of energy efficiency measures or the use of products funded under this program.

**INCENTIVE LIMIT:**

- Eligible customers may purchase and install qualifying equipment and receive an energy efficiency incentive of up to \$100,000 per customer, per calendar year. Payments for larger incentives may be allowed at the discretion of The Utility.
- An incentive exceeding \$10,000 must receive written approval from The Utility BEFORE project commencement.
- Total incentive will not exceed 75 percent of the project cost, including installation. If self installed, incentives for items of equipment can be up to the purchase price of a specific item, but shall not exceed the Bright Energy Solutions<sup>SM</sup> incentives set by Missouri River Energy Services.
- Incentives for particular items of equipment and/or systems are limited as set forth in this application.

<b>Customer Information (Please Print)</b>			
Company Name	Contact Name		Date Submitted
Mailing Address	City	State	ZIP Code
Installation Address	City	State	ZIP Code
Phone	Installation (Completion) Date	Facility Sq. Footage	
Email Address (By providing your email address, you are granting The Utility permission to send emails regarding this project or updates on our incentive programs.)	Building Use – Please Check One: <input type="checkbox"/> Office <input type="checkbox"/> Retail <input type="checkbox"/> 24-hour Facility <input type="checkbox"/> Warehouse <input type="checkbox"/> Restaurant <input type="checkbox"/> Lodging <input type="checkbox"/> Grocery/Supermarket <input type="checkbox"/> Manufacturing		
Municipality Utility Name & Account Number	School: <input type="checkbox"/> Elementary/Secondary <input type="checkbox"/> College      Healthcare: <input type="checkbox"/> Clinic <input type="checkbox"/> Hospital <input type="checkbox"/> Other/Miscellaneous: _____		
Existing fuel Type for Space Heating: <input type="checkbox"/> Natural Gas <input type="checkbox"/> Electric <input type="checkbox"/> LP (Propane) <input type="checkbox"/> Oil <input type="checkbox"/> Other _____			
How did you learn about the program? <input type="checkbox"/> My Utility <input type="checkbox"/> Contractor/Supplier <input type="checkbox"/> Community Event <input type="checkbox"/> Mailing <input type="checkbox"/> Bill Insert <input type="checkbox"/> Other: _____			
Facility Hours of Operation			
Hours per Day	Days per Week	Weeks per Year	Hours per Year (hours X days X weeks)

<b>Vendor/Contractor Information</b>			
Note: Complete this section only if customer wants incentive check to go to someone other than the company listed above.			
Company Name	Contact Name	Phone	
Address	City	State	ZIP Code
Fax	Email Address (By providing the vendor's email address, you are granting The Utility permission to send emails regarding this project and/or updates on our incentive program.)		

<b>Payment Information</b>			
Please process payment to: <input type="checkbox"/> Customer (listed above) <input type="checkbox"/> Vendor/Contractor (listed above) <input type="checkbox"/> Alternative Recipient			
<i>If payment is to be made to an Alternative Recipient, please complete the remainder of this section:</i>			
Company Name	Contact Name	Phone	
Address	City	State	ZIP Code

**Equipment Information**

**A. Clothes Washers, Dishwashers, Vending Machine Controls, LED Refrigerated Case Lighting, Anti-Sweat Controls, and Night Covers**

The equipment below is (check one):  New Equipment  Retrofit Equipment  Replace Failed Equipment

Equipment Type	Specifications	Qty	Incentive	Subtotal
ENERGY STAR® Clothes Washers -Washers must be supplied by <b>ELECTRIC</b> water heater.	ENERGY STAR® Qualified (Electric Water Heater)		\$50 per machine	
ENERGY STAR Dishwashers (In Residential Housing Only) -Dishwashers must be supplied by <b>ELECTRIC</b> water heater.	ENERGY STAR Qualified (Electric Water Heater)		\$25 per machine	
Vending Equipment Controllers	See Below		\$50 per machine	
LED Reach-in Refrigerated Case Lighting	See Below		\$25 per door	
Anti-Sweat Heater Controls	Automatic Heater Control		\$100 per door	
Night Covers for Refrigerated Display Cases	See Below		\$10 per LF	
<b>Subtotal</b>				

**ENERGY STAR Clothes Washer**

May be residential or commercial ENERGY STAR clothes washer installed where commercial electric utility rate applies. Washer must be supplied by an ELECTRIC domestic hot-water heater.

**ENERGY STAR Dishwasher**

Must be used in a residential unit (such as an apartment) where commercial electric utility rate applies. Dishwasher must be supplied by an ELECTRIC domestic hot-water heater.

**Vending Machine Controls**

- Must include a passive infrared occupancy sensor to turn off fluorescent lights and compressor when surrounding area is unoccupied for a preset length of time. Controls should maintain temperature through periodic power-ups and provide compressor protection.
- Only applicable on refrigerated machines containing non-perishable bottled and canned beverages.
- Retrofit installations only.

**LED Lighting in Reach-In Freezer or Cooler Case**

- Medium and low temperature refrigerated display case retrofits only. Existing fluorescent fixture end connectors and ballasts must be removed.

**Anti-Sweat Heater Controls**

- Equipment must sense the relative humidity of the air outside of the display case and reduce or turn off the glass door (if applicable) and frame anti-sweat heaters at low humidity conditions.
- Heaters on frame, mullion, and door must be controlled in all instances.

**Night Covers for Open Refrigerated Display cases**

- Only professionally installed, permanent, low emissivity (reflective) night cover products installed on otherwise open display cases are applicable.
- Linear foot measurement is the side-to-side measured width of all installed night covers.

**B. Information Technology Equipment**

The equipment below is (check one):  New Equipment  Retrofit Equipment  Replace Failed Equipment

Equipment Type	Specifications	Qty	Incentive	Subtotal
Plug-Load Occupancy Sensors for Document Stations	See Below		\$25	
Computer Network Power Management	See Below		\$15 per PC	
<b>Subtotal</b>				

**Plug-Load Occupancy Sensors**

- Incentive applies to passive infrared and/or ultrasonic detectors only.
- Plug-load sensors must control at least three devices; for example, fax machine, copier, and printer.

**PC Network Energy Management**

- Incentive is limited to 75% of project costs.
- Must report the number of PCs to be controlled using the energy management software.
- Must provide the results of an evaluation of the software on a representative number of personal computers (PCs) to monitor and document the potential for energy savings within the customer's facility. This representative number of PCs shall not be fewer than 10% of the total number to be controlled or 5% for installations expected to impact more than 1,000 PCs.
- Must certify that policies and procedures are in place to ensure that the installed software remains in place and continues to control the PCs on the network. The Utility reserves the right to review software server records to assess the ongoing effectiveness of the installation.

**C. Engineered Compressed Air Nozzles**

The equipment below is (check one):  New Equipment  Retrofit Equipment  Replace Failed Equipment

Description	Size	SCFM AT 80 PSI	Quantity	Incentive/Unit	Subtotal
Engineered Compressed Air Nozzles	1/8 Inch	≤10		\$20/Nozzle	
Engineered Compressed Air Nozzles	1/4 Inch	≤17		\$20/Nozzle	
Engineered Compressed Air Nozzles	3/8 Inch	≤18		\$20/Nozzle	
Engineered Compressed Air Nozzles	1/2 Inch	≤18		\$20/Nozzle	
<b>Subtotal:</b>					

- Manufacturer's specification sheet listing SCFM ratings for each air jet and nozzle must be attached to application.
- Air jets and nozzles must have an SCFM rating at 80 psig less than or equal to those rated in the table above.
- Incentives are based on replacing an open pipe/tube assembly with air jets/nozzles.
- All installations must meet OSHA standards.

**Summary of Incentives**

A. Subtotal	B. Subtotal	C. Subtotal	Total Incentives
\$	\$		\$

**Certifications and Signature**

I hereby certify that: 1. The information contained in this application is accurate and complete; 2. All installation is complete and the unit(s) is operational prior to submitting application; 3. All rules of this incentive program have been followed; and 4. I have read and understand the terms and conditions included with this document.

The customer agrees to verification of equipment installation, which may include a site inspection by a program or utility representative. The customer understands that it is not allowed to receive more than one incentive from this program on any piece of equipment. The customer agrees to indemnify, defend, hold harmless and release The Utility from any claims, damages, liabilities, costs, and expenses (including reasonable attorneys' fees) arising from or relating to the removal, disposal, installation or operation of any equipment or related materials in connection with the programs described in this application, including any incidental, special or consequential damages.

Please sign and complete all information below.

Signature	Print Name		
	Title (if applicable)	Date Submitted	

**Member Utility Use Only**

Date Received	Pre-Inspected? <input type="checkbox"/> Yes <input type="checkbox"/> No	Date Pre-Inspected: Initials:	Post-Inspected? <input type="checkbox"/> Yes <input type="checkbox"/> No	Date Post-Inspected: Initials:
Incentive Approved <input type="checkbox"/> Yes <input type="checkbox"/> No	Amount :\$	Date Approved		
Utility or Program Representative				
BESTraK Control #				