



# NON-RESIDENTIAL LIGHTING REBATE PROGRAM

## Steps to Participation

### 1. GETTING STARTED

- Contact Skamania PUD Efficiency Services ([rebates@esgroupllc.com](mailto:rebates@esgroupllc.com)) regarding a potential non-residential (agriculture, commercial or industrial building) lighting upgrade project.
- Skamania PUD Efficiency Services provides the current BPA Lighting Calculator to the contractor. The calculator will determine the estimated incentive for the project based on kilowatt hour savings and total project costs.
- Forward the completed BPA Lighting Calculator and Non-Residential Lighting Rebate Application to [rebates@esgroupllc.com](mailto:rebates@esgroupllc.com). Calculator must include hours of operation, heating and cooling source, existing fixture location, lighting equipment type, wattage, and number of fixtures. Include the make and model numbers for the proposed equipment in the measure notes section. Proposed equipment must meet utility specifications.

### 2. PRE-INSTALLATION AUDIT

- Request an audit at [rebates@esgroupllc.com](mailto:rebates@esgroupllc.com) or call 1-888-883-9879. You will be contacted 2 to 3 days prior to the audit with your scheduled date and time. Auditor will need access to all areas that will be included in the project.
- Auditor visits the site to verify information from the Lighting Calculator.

### 3. PROJECT PRE-APPROVAL

- Skamania PUD Efficiency Services sends a Notice to Proceed stating estimated rebate funds.
- Upon receipt of notice, project may begin and must be completed in six months.

### 4. POST-INSTALLATION INSPECTION

- Submit all final paperwork to [rebates@esgroupllc.com](mailto:rebates@esgroupllc.com). The inspection will not be schedule until all final paperwork has been received.
- Request an inspection at [rebates@esgroupllc.com](mailto:rebates@esgroupllc.com) or call 1-888-883-9879. You will be contacted 2 to 3 days prior to the inspection with your scheduled date and time. Inspector will need access to all areas that will be included in the project.
- Based on equipment identified during the inspection, rebates will be adjusted and finalized.

### 5. DOCUMENTS REQUIRED TO PROCESS YOUR REBATE(S)!

- Contractor final invoice(s) or your receipt(s) if self-installed, with the following information:
  - Project site address and customer mailing address
  - Quantity of each fixture
  - Price of each fixture
  - Description of each fixture, including part/model numbers – these should match numbers on cut sheets
  - Equipment purchase orders/invoices
  - Date of installation
  - Other related project costs
  - Total project costs
- Completed Non-Residential Lighting Rebate Application
- Manufacturer cut sheets for installed equipment
- Documents can be mailed to the address on the rebate application, faxed to 1-503-344-6942 or emailed to [rebates@esgroupllc.com](mailto:rebates@esgroupllc.com).

### 6. RECEIVE YOUR REBATE

You can expect to receive your rebate 8 to 10 weeks after the final inspection and receipt of all required documentation. Rebate(s) will not exceed 70% of the total installed cost.

**All work must meet Bonneville Power Administration (BPA) and Skamania PUD program installation requirements.**

**For additional questions, call 1-888-883-9879.**



Office Use Only Rebate:
Month/Year:

## Non-Residential Lighting Rebate Program Rebate Application

Complete form and sign/date below. All information is required to process rebate(s).  
***Incomplete forms will be returned to the applicant. This will delay rebate processing.***

CUSTOMER INFORMATION				
Account No. (required)		Date of Installation (required)		Date
Company Name on Account		Contact Name		
Installation Address		Contact Phone		
City		State	Zip	
Mailing Address (if different)		Contact Email		
City		State	Zip	

Rebate(s) will not exceed 70% of total installed cost.  
To ensure availability of funds, project must be pre-approved.

Before Installation: Audit and prior approval are required. Call 1-888-883-9879 to schedule.  
After Installation: Final inspection is required. Call 1-888-883-9879 to schedule.

**Upon signing this agreement, customer acknowledges the following:**

Rebate offer(s) may be changed or discontinued at any time by Skamania PUD (PUD). PUD disclaims any warranty, whether expressed or implied, regarding the energy efficient upgrade(s) listed on this application for any materials or labor associated with installation, maintenance, repair, or any energy savings associated with use. I understand that the energy efficient upgrade(s) must be installed to PUD specifications, and certify that I, or my contractor, have reviewed the specifications prior to beginning work. When selecting a contractor, I understand that it is the business owner's responsibility to request proof of insurance and licensing that meets the statutes and rules of the Washington State Department of Labor & Industries. PUD strongly recommends validating qualifications before work begins.

I understand the above and certify that I am a customer of PUD, that the energy efficient upgrade(s) are installed at the address indicated and that this address is within PUD service territory.

**CUSTOMER SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_

**Mail original completed rebate application and copy of the Non-Residential Lighting Calculator for project to:**

**Skamania PUD**  
**Attn: Energy Efficiency Rebates**  
**5625 NE Elam Young Parkway #100**  
**Hillsboro, OR 97124**  
**FAX: 1-503-344-6942**  
[rebates@esgroupllc.com](mailto:rebates@esgroupllc.com)

**Rebate Applications are due within six months of Notice to Proceed to qualify.**  
**Allow 8 to 10 weeks for rebate processing.**

**Call 1-888-883-9879 to learn about additional energy efficiency programs.**

*Participation in this energy efficiency program allows Skamania PUD to use your electrical energy consumption history for energy savings research. Your consumption history may be shared anonymously with Bonneville Power Administration for energy savings verification and research.*