



Business Custom Project Incentive Application

Customer Information

Business Name			Contact Name		
Phone			E-mail Address		
Natural Gas Meter Number(s)			Account Number		Rate Class
Mailing Address			Address of Installation (if different from mailing)		
City	State	Zip	City	State	Zip

Substitute W-9

Federal Tax ID: _____ - _____

Type of Business (check one): Corporation Partnership Sole Proprietorship Other Exempt

By checking this box you are confirming the following: I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the IRS that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding.

Trade Ally Information (if applicable)

If you are currently working with a Trade Ally (market provider) to identify projects, please provide information here. When working with more than one Trade Ally, please provide that information on a separate sheet and attach.

Business Name	Contact Name
Contact Phone	Contact E-mail Address

Application Checklist

- All applicable fields must be completed on the form to receive a rebate (installation address is required). Incomplete forms will not be processed.
- Attach project summary with details of the proposed project
- Premises must be a Citizens Gas customer served under rates D3 or D4.
- Incentive approval is required **prior** to beginning project or purchasing equipment
- By checking this box, I am indicating that I have read and accept the terms and conditions listed on this form.
- Submit the completed form and documentation by e-mail: citizensgasbusinessscustom@weccusa.org, fax: 317.636.2190 or mail to:
Citizens Gas Business Custom Incentive Application, 1923 W. 18th St, Indianapolis, IN 46202

Financial Custom Incentive Calculations:

- Base therm incentive levels are calculated based on first year energy savings.
- \$0.75/therm for projects that have less than an annual savings of 7,500 therms.
- \$1.00/therm for projects that have annual savings greater than 7,500 therms.
- Incentive may not exceed 30% of the total project cost or 50% of the project's incremental cost.
- Incentive does not apply to projects where the incentive reduces the simple payback to less than 1.5 yrs.
- Incentives are limited to a maximum of \$25,000 per project.
- Incremental cost is required for new construction projects or projects replacing failed or end of life equipment.

Project Details (attach separate sheets with project summary)*

Project Recommendations	Estimated Project Completion Date
Energy Efficiency Measure Description (including model and serial number(s) of proposed equipment):	
Project Type (please check one)	
<input type="checkbox"/> 1. New Construction <input type="checkbox"/> 2. Expansion at an existing facility <input type="checkbox"/> 3. Replacing end of life equipment <input type="checkbox"/> 4. Replacing failed equipment <input type="checkbox"/> 5. Equipment Upgrade	

Project Benefits	\$	Therms	Project Benefits	w/o incentive	with incentive
Estimated Baseline Energy Usage			Estimated Project Cost		
Estimated Annual Energy Savings			Estimated Payback (yrs)		
Age of existing equipment			Incremental Cost **		

* Please provide as an attachment all assumptions and formulas used to calculate the cost, estimated energy savings and natural gas demand savings. Please also provide descriptions of all variables used in these formulas. Please be sure building characteristics, hours of operation, specifications of existing equipment and proposed energy efficient equipment, and project cost are included in the summary.

** Incremental cost is the difference between the actual energy efficiency project cost and the standard cost of code equipment. This field is required for project types 1, 2,3 or 4 above.

I, the undersigned, agree that to the best of my knowledge, the energy-efficiency measures listed above are representative of the project I expect to implement as part of the Citizens Energy Savers Program. I understand that incentive amounts are determined from the Partner-specific data submitted on this application form and that incentives for similar measures may vary from Participant to Participant based on specific cost and savings. Submission of this application does not guarantee that the applicant will receive funding or a specific level of funding. Citizens Gas may conduct a pre- and/or post- installation inspection to verify savings.

I, do hereby consent to Citizens Gas disclosing my utility account number, Federal Tax ID number, and consumption data, to its subcontractors solely for the purpose of administering the Citizens Gas Citizens Energy Savers Program. I understand that such subcontractors are contractually bound to otherwise maintain my utility account number and Federal Tax ID number in the strictest of confidence. By my signature, I freely give Citizens Gas permission to release the information designated above.

Customer Contact Name	Customer Contact Signature	Date
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Citizens Representative Name (if applicable)

Terms and Conditions

General Eligibility: This offer provides financial incentives for the purchase of new, installed qualifying equipment and is not dependent on the purchase of any other equipment unless indicated. Offer valid only for Citizens Gas natural gas business customers. Location of installed equipment must have Citizens Gas natural gas service under rate D3 or D4. Customer must be a U.S. resident (including a U.S. resident alien) and must provide their correct taxpayer identification number. Incentive funds are limited and available on a first-come, first-served basis.

Verification: Citizens Gas reserves the right to verify sales receipts and/or installations of equipment and that the equipment installed meets program requirements before issuing rebates. A random inspection may be conducted to verify installations.

Program Modifications: Citizens Gas reserves the right to alter or discontinue these rebate offers at any time without notice. Financial incentives are limited and are available on a first-come, first-served basis.

Disclaimer: Citizens Gas does not guarantee that energy efficiency equipment purchased and installed or services provided through this program will result in energy and costs savings. Citizens Gas reserves the right to deny or limit any rebate request. In addition, no warranties on product or service installations are provided by Citizens Gas, nor does the program warranty, guarantee, or endorse the energy efficiency services provided by any specific contractor participating in the program. Please allow up to eight (8) weeks to receive your rebate.

Eligibility Dates: This incentive form is only eligible for qualified purchases and installations performed on or after September 1, 2011. Citizens Gas reserves the right to alter or discontinue this program or related rebates at any time without notice.

- Before starting an energy efficiency project, the Citizens Gas customer must complete and submit this application directly to Citizens Gas for approval. Citizens Energy Savers Program incentives cannot be granted without prior completion of this application and subsequent approval by Citizens Gas. Energy service companies or contractors may assist in preparing the application, but an authorized representative of the customer must sign this application to be eligible to participate in the Citizens Gas Energy Savers program. Completion of this application does not guarantee the approval of a Custom Incentive.
- Do not begin your energy efficiency project(s) or purchase equipment until you receive written approval in the form of a Letter of Intent from Citizens Gas. The project should be completed within 90 days from acceptance.
- Once all documentation is received by Citizens Gas (a site inspection may be completed if necessary), Citizens Gas will indicate the anticipated Custom Incentive amount in an acceptance letter based on the projected energy savings. Upon completion of the project and verification of installation and operation of the energy saving measures, Citizens Gas will issue a Custom Incentive check in the amount indicated in the acceptance letter, or adjusted if the project varies from the information originally submitted.
- Depending on the scope or cost of your energy efficiency project, Citizens Gas may conduct an inspection of the facility. The customer agrees to allow subsequent site visits, if needed, to verify installation and operability, prior to Citizens Gas issuing the Custom Incentive check.
- Customers are encouraged to retain copies of all forms, invoices, and supporting documentation for their records.

Taxes: Incentives are taxable and if greater than \$600 will be reported to the IRS unless you are exempt. Citizens Gas will report your rebate as income to you on IRS Form 1099 unless you have checked corporation or exempt status above. You are urged to consult your tax advisor concerning the taxability of rebates. Citizens Gas is not responsible for any taxes that may be imposed on your business as a result of your receipt of this rebate.

Contractor Instructions: Verify that customer's natural gas utility at the installation address is Citizens Gas Rate D3 or D4.

This form has no cash value. **Please retain a copy for your records.**

