

COMMERCIAL GUEST ROOM ENERGY MANAGEMENT SYSTEM REBATE APPLICATION

SECTION A. CUSTOMER INFORMATION (please print)

Step 1:

Account Name	Doing Business As (if different from Account Name)	Account Number	
Installation Address	City	State	Zip Code
Mailing Address (if different from Installation Address)	City	State	Zip Code

Step 2:

☐ Please apply rebate to our account. **NOTE: We do not send rebate checks by mail. Rebates will be available for office pickup or hand delivered. Rebates \$500 and less will be issued as a bill credit to your account. If a box is not checked, rebates greater than \$500 will also be issued as a bill credit.**

☐ Please provide a rebate check.

Step 3:

How did you hear about CONSERVE & SAVE™? (pick one)

☐ Contractor/Retailer ☐ Radio/TV ☐ Social Media ☐ RPU Plugged In Newsletter ☐ RPU Employee ☐ RPU Website ☐ Other:

Step 4:

Type of Business: ☐ Church ☐ Government ☐ Grocery ☐ Health ☐ Industrial ☐ Lodging ☐ Multi-Family ☐ Office ☐ Restaurant ☐ Retail ☐ School ☐ Other:

SECTION B. CONTACT INFORMATION (please print) / CUSTOMER SIGNATURE

ATTENTION: ALL INVOICES OR RECEIPTS AND ALL SPECIFICATION SHEETS MUST BE INCLUDED WITH YOUR FULLY-COMPLETED AND SIGNED APPLICATION OR APPLICATION WILL BE RETURNED.

Contact Name (rebate check will be mailed to contact)	Daytime Phone Number (with area code)	Email

By typing my first and last names in the box below, I am signing this document and certify that all the information in the application (including any associated worksheets) is correct to the best of my knowledge. I have read and agree to the Terms and Conditions on the back of this application booklet. I understand that if any equipment in conjunction with this application is ordered, purchased, or installed before approval from Rochester Public Utilities (RPU) is received, the proposed project may not qualify for a rebate.

Customer's Signature	Date

☐ Check here if you DO NOT give us permission to use your business name in advertising our CONSERVE & SAVE™ programs.

SECTION C. CONTRACTOR / VENDOR INFORMATION (please print)

Company Name	Contact Name		
Address	City	State	Zip
Daytime Phone Number (with area code)	Email		

OFFICE USE ONLY

Date Received:

TOTAL REBATE AMOUNT:

Inspected (Date & Initials):

Pre:

Post:

Approval:

\$

Date:

A/N:

SECTION D. REBATE INFORMATION –

Only occupancy sensor controlled guest room energy management systems qualify for a rebate.
See terms and conditions for other requirements.

PROJECT TYPE: ☐ New Construction ☐ Retrofit

AIR COMPRESSOR INFORMATION							REBATE	
A	B	C	D	E	F	G	H	I
Manufacturer Name	Model Number	Total Number of Controlled Guest Rooms	Guest Room Heating System Type (check one)	Guest Room Cooling System Type (check one)	Is Lighting Controlled by Energy Management System? (check one)	Project Cost	Rebate per Controlled Guest Room (Table 1)	Total Rebate (C x H)
			☐ Electric Heat ☐ Heat Pump ☐ Natural Gas	☐ PTAC* ☐ PTHP* ☐ Chilled Water Fan Coil	☐ Yes ☐ No			

* PTAC = Packaged Terminal Air Conditioner

PTHP = Packaged Terminal Heat Pump

TABLE 1 – REBATE SCHEDULE

Controlled Heating/Cooling System Type	Rebate per Controlled Guest Room
Electric/Heat Pump Heating and Electric Cooling	\$65
Natural Gas Heating and Electric Cooling	\$25

SECTION E. TERMS AND CONDITIONS

- ELIGIBILITY:** Rebates are available to non-residential customers of Rochester Public Utilities (RPU). All products must be in use in facilities in RPU's service territory.
- APPLICATION:** Program is offered January 1 through December 31 of the respective calendar year. **Due to limited funding, this rebate offer can be changed or withdrawn at any time without notice and is available on a first-come, first-served basis.** All projects must be pre-approved by RPU to qualify for a rebate. The entire rebate application must be read and filled out completely or the application will be returned.
- INSPECTION AND VERIFICATION:** RPU reserves the right to inspect the customer's facility through on-site visits before and after new equipment installation or inventory to verify rebate eligibility. RPU reminds you to follow all local permitting and building code ordinances.
- INSTALLATION AND REBATE AMOUNTS:** Qualifying energy-efficient equipment installed and operational within six (6) months of the date of purchase are eligible for rebate. Additional time may be granted subject to RPU's pre-approval. In no case will the rebate paid by RPU exceed the purchase price of the equipment. The maximum rebate amount is \$100,000 per customer location per technology per year.
- INVOICE AND PAYMENT:** Following inspection and verification (see #3) and completed installation, the customer must notify RPU and submit original invoices specifying the model number, quantity and price of all materials purchased, the date ordered, installation costs, and applicable taxes. After satisfactory review of the application and invoices, a rebate check or bill credit will be issued to the customer. Vendors or contractors are not eligible to receive their customer's rebate. Please allow 6-10 weeks from the date of application submission for delivery of rebate check or bill credit. RPU reserves the right to apply the rebate to past due accounts.
- EQUIPMENT ELIGIBILITY REQUIREMENTS:** Eligible equipment must be new. Replacement or upgrades of existing guest room control systems are not eligible for this prescriptive rebate. Only occupancy sensor controlled guest room energy management systems qualify for a rebate. At a minimum, the system must be used to automatically control the operation of the guest room heating/cooling equipment when the room is vacant (automatic control of the lighting is optional).
- TAX INFORMATION:** RPU will not be responsible for any tax liability imposed as a result of the rebate payment(s). Customers are advised to consult their tax advisors for details.
- DISCLAIMER:** RPU does not guarantee that the implementation of energy-efficient measures or use of the equipment purchased or installed pursuant to this program will result in energy or cost savings. RPU makes no warranties, expressed or implied, with respect to any equipment purchased or installed including, but not limited to, any warrant of merchantability or fitness for purpose. In no event shall RPU be liable for any incidental or consequential damages. Customers are solely responsible for the proper disposal of existing equipment. Consult the Minnesota Pollution Control Agency (MPCA) office for details at 800-657-3864.
- ENDORSEMENT:** RPU does not endorse any particular vendor, manufacturer, product, or system in promoting this rebate program. Listing a vendor or product does not constitute an endorsement, nor does it imply that unlisted vendors or products are deficient or defective in any way.
- PRIVACY:** Information contained in this rebate application may be shared with the Minnesota Department of Commerce and our co-op partners and also may be used in our advertising efforts with your permission as granted in Section B of this rebate application.
- APPLICATION SUBMISSION**
Submit completed forms and required documentation to RPU.

Send by Mail: Rochester Public Utilities
Attn: Rebate Processing
4000 East River Rd NE
Rochester, MN 55906-2813

Send by Email: rebates@rpu.org

Questions: 507-280-1537

Website: www.rpu.org