



2017 Commercial Rebate Program Instructions

January 1 — December 18, 2017

The Shakopee Public Utilities (SPU) Commercial Rebate program offers conservation rebates to commercial, industrial and agricultural customers for the purchase and installation of qualifying energy efficient products.

- Qualified products must be purchased AND installed between the program dates of 1/1/17 and 12/18/17.
 - » Projects cannot cross calendar years (i.e., purchased in one year and installed in another).
 - » Acceptable proof of purchase documents include: a customer-accepted contract for services; an itemized and dated invoice; or an itemized and dated store receipt.
 - The price and quantity of each product purchased must be identified to support calculations
 - The products purchased must correspond to the supporting spec/cut sheets submitted
- Submissions must include the Rebate Application, appropriate Claim Sheet(s), and product spec/cut sheets when requesting an Authorization number and must be received by December 4, 2017 to ensure adequate processing time before program expiration. (See **How to Submit a Rebate Request** for specific instructions.)
 - » The authorization number designates funds for your project. Funds are limited and not guaranteed.
 - » All new submissions received between October 1- December 4, 2017 must commit to program installation/completion by 12/18/17 or funds will not be allocated as projects cannot cross calendar years.
 - » New submissions will not be accepted after December 4, 2017 .
- Proof of installation must be received by 12/18/17 to receive a rebate.
 - » Projects previously submitted and assigned an authorization number must provide proof of installation by 12/18/17 or they will be considered cancelled.
 - » **Program expires December 18, 2017.**
- Products are subject to post-installation inspection by SPU. Lighting is also subject to pre-installation inspection at the discretion of SPU.
- SPU will not issue a rebate for more than 50% of the actual purchase price of qualified products and/or total project costs.
 - » Purchase price is net of sales tax and shipping.
 - » Documented labor costs associated with product/project installation are also included.
- Products can only be rebated by SPU once during their useful life period.
- Rebates must be issued to an active SPU customer account holder only.
 - » Rebate may be redirected to the owner of a duly authorized agent of the customer or owner, such as a property manager, but not a vendor.
- Rebates take three to four weeks to process after proof of installation has been received and approved.
- SPU is not responsible for any taxes that may be imposed on your business as a result of this rebate.
- Rebate applications are processed on a first-come, first-served basis.
- **SPU does not guarantee fund availability. Due to limited funding, this rebate offer may be withdrawn at any time without notice.**
- SPU reserves the right to periodically review and make changes to rebate qualification standards and to determine final program eligibility.



Contact SPU with questions

call: 952.233.1531

email: rebates@shakopeeutilities.com

click: www.spucweb.com

Important: Please read the following information before completing the application and incentive claim form(s).

Terms and Conditions

1. Participants must be electric commercial, industrial, or agricultural customers of Shakopee Public Utilities. Shakopee Public Utilities must supply the electricity to the equipment for which the incentive is being paid. Equipment must be installed on the premises and must not be purchased for resale.
2. Any receipt and/or installation of energy efficient equipment must occur after January 1, 2017 to qualify for incentives. Pre-approval from Shakopee Public Utilities is required.
3. This program is subject to periodic review by Shakopee Public Utilities. Please check with your Shakopee Public Utilities representative regarding funds availability and program expiration date.
4. Shakopee Public Utilities reserves the right to inspect and verify the installation before any incentive payment is made.
5. All projects must be pre-approved. An authorization number must be issued to allocate available funds. The authorization number and reserved funds are valid for 90 days. Any extensions must receive SPU approval.
6. Stated incentive levels will not exceed 50% of equipment costs, including labor.
7. New construction rebates are restricted to qualifying equipment only. Pre-approval is required.
8. Customers are responsible for ensuring that equipment installed for this program meets all applicable codes and standards.
9. Shakopee Public Utilities does not guarantee that installation of high-efficiency equipment will result in reduced usage or demand, or in cost savings. Shakopee Public Utilities makes no warranties, expressed or implied, with respect to any equipment purchased and/or installed including, but not limited to, any warrant of merchantability or fitness for purpose. In no event shall Shakopee Public Utilities be liable for any incidental or consequential damages.
10. Shakopee Public Utilities does not endorse any particular manufacturer, product, or system design in promoting this incentive program. Listing a product does not constitute an endorsement, nor does it imply that unlisted products are defective in any way.
- 11. Shakopee Public Utilities reserves the right to modify or end this incentive program at any time without prior notice.**

Release

- The undersigned is a customer of the dealer/contractor and not a customer of Shakopee Public Utilities for purposes of any transaction between dealer/contractor and customer, including purchase and/or installation of equipment.
- It is the intent of Shakopee Public Utilities that no agency, joint venture or partnership between Shakopee Public Utilities and dealer/contractor and dealer contractor or customer will be created as a result of the sale, construction, installation and rebate on the equipment or materials.
- Customer shall release and hold harmless Shakopee Public Utilities officers, directors and employees and assigns any and all liabilities, claims, demands, actions, and causes of action whatsoever arising out of or related to any loss, damage or injury, including death, injury to persons or property, that may be sustained by the undersigned or third party in connection with the installation, use or possession of the above-mentioned equipment.
- Customer acknowledges, warrants and agrees that the services, materials, and equipment is suitable for its purposes and agrees that it has had the opportunity to inspect said equipment and take possession of said equipment without any warranties or representation other than any applicable manufacturer's warranties.
- Customer acknowledges that Shakopee Public Utilities makes no representations or warranties of any kind as to the merchantability, fitness for a particular purpose, design or condition of the equipment. Any warranty of the equipment shall be provided through the equipment manufacturer. Shakopee Public Utilities makes no representations or warranties of any kind as to the installation or operation of the equipment by dealer/contractor. Shakopee Public Utilities shall not be liable, in contract, tort, and strict liability resulting from any defect whether hidden, latent or otherwise discoverable or undiscoverable respective to the equipment.
- Customer agrees to assume all risk of loss and to defend, indemnify and hold Shakopee Public Utilities, its officers and employees harmless against any and all claims, liabilities, damage, losses, costs or expenses of any nature for all injuries or damage of any type to any person or property, including injuries or damage to third parties, occasioned wholly or in part by any act or omission of customer or dealer/contractor.

Please allow 6-8 weeks for receipt of your check after Shakopee Public Utilities has received your authorized incentive forms and proof of purchase/installation has been completed.