

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 5 and 6.*

1. Custom Electrification incentives are intended to help reduce carbon emissions through switching from fossil fuels or chemical processes to electricity.
2. After a thorough review of the project, an incentive may be offered for new installations where electric equipment is utilized instead of or as a replacement of fossil fuel or chemical processes. Numerous factors will be considered by The Utility in determining whether or not a rebate may be offered, and if so the amount of the rebate.
3. Complete the application (signature not required) for your proposed project. Submit the completed application and the following required documentation to The Utility for consideration and pre-approval.
  - a. Descriptions of the existing and proposed equipment or measure.
  - b. Calculations of estimated demand and energy consumption, including spec sheets and documentation of assumptions for proposed equipment and equipment being removed.
4. The Utility will schedule a site visit for verification of existing equipment if applicable.
5. **After The Utility provides a written Preapproval of Custom Rebate**, purchase and install the equipment or measure.
6. **Within 90 days of the equipment being installed and operational**, submit a signed copy of the application form, copies of itemized invoices (including costs, quantities, makes, model numbers, and sizes) along with manufacturer's specification sheets showing efficiency ratings for all equipment. Also submit updated calculations of demand and energy usage, if applicable.
7. The Utility will schedule a post-inspection site visit.

Email the application and all supporting documentation to: [rebate@brightenergysolutions.com](mailto:rebate@brightenergysolutions.com)

Or, mail or deliver the application and supporting documentation to:

ALP Utilities  
316 Fillmore St  
PO Box 609  
Alexandria, MN 56308

Phone: (320) 763-6501

Please note: ALP Utilities and its supplemental power supplier, Missouri River Energy Services, are offering this Bright Energy Solutions Program. ALP 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® Program.

# Custom Electrification Incentive Application for Business Customers

**2024**

PREAPPROVAL REQUEST  YES  NO APPROVAL RECEIVED—Installation Complete—Requesting Incentive Payment  YES  NO

Customer Information (Please Print)			
Company Name		Contact Name	
Installation Address		City	State
Mailing Address		City	State
Phone		Installation (Completion) Date	
Email Address*			

\*By providing your email address, you are granting The Utility permission to send emails regarding this project and/or updates on the incentive program.

Municipal Utility Account Number
Building Use-Please Check One <input type="checkbox"/> Office <input type="checkbox"/> Retail <input type="checkbox"/> Convenience Store <input type="checkbox"/> Warehouse <input type="checkbox"/> Restaurant <input type="checkbox"/> Lodging <input type="checkbox"/> Manufacturing School: <input type="checkbox"/> Elementary <input type="checkbox"/> Secondary/High School <input type="checkbox"/> College    Healthcare: <input type="checkbox"/> Clinic <input type="checkbox"/> Hospital <input type="checkbox"/> Other/Miscellaneous: _____

Facility Hours of Operation			
Hours per Day	Days per Week	Weeks per Year	Hours per Year (hours x days x weeks)

Vendor/Contractor Information			
Company Name		Contact Name	
Address		City	State
Email Address*		Phone	Zip Code

\*By providing your email address, you are granting The Utility permission to send emails regarding this project and/or updates on the incentive program.

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

**Project Information**

**IMPORTANT: If not included below, detailed calculations and assumptions must be attached with this application, and must be sufficient to verify the demand and energy use claimed. Attach additional supporting documents and specifications as necessary.**

Please describe, in detail, the **EXISTING or BASELINE fossil fuel** equipment (quantity, make, model, type, efficiency rating, wattage, etc.) or chemical process:

Please describe, in detail, the **PROPOSED** equipment (quantity, make, model, type, efficiency rating, wattage, etc.):

The proposed equipment is (check one):  New Equipment     Retrofit /Replacement Equipment     Replace Failed Equipment  
 (Retrofit Equipment is a replacement of *working* equipment. Replace Failed Equipment is replacing equipment that is no longer functioning.)

**Electrification Incentive Calculation (To be completed by The Utility).**

*If offered, the custom incentive will be determined by The Utility based on the consideration of a variety of factors. All custom incentives are limited to not exceed 75% of total project cost, or 100% of material cost if self-installed.*

Utility Approved Incentive (\$/kWh) for This Project (A)	_____
Annual kWh Increase (B)	_____
Total Incentive (A x B)	= _____
Coincident Peak kW Increase	= _____

**Certifications and Signature**

I hereby certify that:

1. The information contained in this application is accurate and complete;
2. Installation will be complete and the unit operational before submitting application for final payment;
3. All rules of this incentive program have been followed;
4. I have read and understand the terms and conditions applicable to this incentive program as set forth in this application, including those set forth on the last page of this application form.

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.

Customer Signature	Print Name	
	Title	Date

**Commercial BES Application Checklist**

Before submitting this application for final payment please complete and include all items listed below:

- ✓ **Complete application**
  - Customer information
  - Vendor/Contractor information
  - Equipment information
  - Customer signature
- ✓ **Attach a Copy of the Equipment Invoice**
  - Equipment quantities
  - Model numbers of equipment installed
- ✓ **Specification sheets**

<b>Member Utility Use Only</b>		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:			

## ELIGIBILITY:

- These incentives are offered by Missouri River Energy Services and its participating members. For questions regarding eligibility, call the 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® Custom Incentive Program. Eligible equipment must be connected to an electric service billed under a commercial or industrial rate class by The Utility. Excludes equipment for residential spaces such as apartments.
- Customers that self-generate more than 5% of their annual energy needs are not eligible for BES rebates. The Bright Energy Choices green energy program can help customers achieve net-zero carbon or 100% renewable power supply without self-generation. Contact your utility for more information.
- 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 program.

## TERMS AND CONDITIONS:

1. **Incentive Offer:** Projects, including all required installation, must be completed by December 31 of the year indicated on this application form. 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 90 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. The AHRI Certificate of Product Ratings must also be provided where applicable and available. In cases where the AHRI Certificate of Product Ratings is not available or applicable the manufacturer (OEM) specification sheets must also be included.
3. **Compliance:**
  - a) All projects must comply with federal, state, and local code, licensing, and permit requirements.
  - 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 preapproval expiration date and submitting for payment.
  - d) Equipment must not be used to qualify and receive payment for energy savings from any wholesale electricity market.
  - e) Customers may only receive one incentive per piece of qualifying equipment.
  - f) All projects 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.
  - g) 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 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. The Utility reserves the right to load manage (cycle on or off) customer equipment that qualifies for incentives under this program.
8. **Logo Use:** Customers or trade allies may not use the name or logo of Bright Energy Solutions, The Utility, or any other participating utility in any marketing, advertising, or promotional material without written permission.

9. Disclaimers: The Utility

10. does not endorse any particular manufacturer, product, labor or system design by offering these programs;
11. will not be responsible for any tax liability imposed on the customer as a result of the payment of incentives;
12. 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);
13. is not responsible for the proper disposal/recycling of any waste generated as a result of this project;
14. 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;
15. 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 \$20,000 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 incentives set by Missouri River Energy Services.
- Incentives for particular items of equipment and/or systems are limited as set forth in this application.