



Guidelines for Vendor Participation 2009 Interim

Energy Efficiency Rebates for Your Business

I. PROGRAM OVERVIEW

Energy Efficiency Rebates for Your Business is a program sponsored by Pacific Gas and Electric Company (PG&E) under the direction of the California Public Utilities Commission (CPUC). The program seeks to provide business customers with opportunities to increase profitability through saving money on energy costs, and to contribute to a cleaner environment. The program term is January 1, 2009 through December 31, 2009 or sooner if allocated funds are depleted.

For the purposes of Energy Efficiency Rebates for Your Business, a vendor is defined as any third party who (1) receives the customer rebate (Level 1 below), or (2) offers the product only to customers (Level 2 below). All license requirements, if any, are solely the responsibility of the vendor. Participating vendors include equipment contractors, equipment vendors, equipment manufacturers and distributors, energy service companies, etc.

The typical role of vendors is to contact/solicit eligible customers and encourage the installation of energy-efficient equipment. Generally, the vendor will explain the rebate offerings and the benefits to the customer. The vendor will also identify potential retrofit projects.

Vendors can participate in Energy Efficiency Rebates for Your Business at two levels:

Level 1. Vendor Receives The Customer Rebate

If an agreement is reached with the customer, this level **does** require the vendor to ensure that the eligible equipment is installed before submitting the application.

Level 2. Vendor Offers Product Only But Does Not Receive The Customer Rebate

This level **does not** require the vendor to ensure that the eligible equipment is installed.

Regardless of which participation level vendors select, vendors can sign up to be on PG&E's Web site as a participating vendor or be added to PG&E's e-mail distribution by submitting the Vendor Participation Agreement (refer to page 3).

II. SUMMARY OF KEY REQUIREMENTS

A. Customer Eligibility

- Energy Efficiency Rebates for Your Business is open to business customers with valid non-residential (commercial, industrial, or agricultural) PG&E electric and gas accounts.
- Businesses may be eligible even if they receive only distribution services from PG&E. Co-generation, wind, solar, and other types of self-generation customers are also eligible for rebates.
- Incentives given by Energy Efficiency Rebates for Your Business can not be combined with incentives from other PG&E programs, such as point of sale rebates for the same measure.

B. Customer Participation Limits

- Under no circumstances will PG&E pay more than 100% of the purchase price of the items to be rebated. Purchase price includes material and installation labor.
- Customers must install qualifying new products between January 1, 2009 and December 31, 2009. These dates may change if funds are depleted sooner. Rebates will be paid on a first-come, first-served basis until allocated funds are spent. First-come, first-served status will be determined by the date the application arrives at PG&E's Integrated Processing Center (IPC).

C. Application Process and Eligible Products

- Eligible products and their specifications are listed in the Technology Catalogs and are available in the following categories:
 1. Agricultural Products
 2. Appliances & General Improvements
 3. Boilers & Water Heating
 4. Business Computing
 5. Food Service
 6. HVAC – Heating, Ventilation & Air Conditioning
 7. Lighting
 8. Refrigeration
- Qualifying products must be installed before submitting the customer's application. Submit the 2009 Interim Application Form (pages 1 and 2), along with required documentation (invoice/receipts) to:

Pacific Gas and Electric Company
Integrated Processing Center
Energy Efficiency Rebates – MM
P.O. Box 7265
San Francisco, CA 94120



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- **Vendors must sign the attached Vendor Participation Agreement (VPA) prior to soliciting any customers. A signed copy of this agreement must be on file at PG&E before rebate payments will be released to a vendor.**
 - It is the sole responsibility of the project sponsor, whether the sponsor is the customer or vendor, to ensure that the equipment installed meets the terms and conditions of the program.
 - See the rebate application and the appropriate product description in the technology catalog for additional requirements.
- #### D. Inspections
- PG&E reserves the right to inspect any installation before processing an application for payment.
 - PG&E reserves the right to utilize special inspection levels for specific vendors based on past performance.
 - Typically, re-inspections are not performed. If a vendor disputes inspection results, an additional inspection may be performed at PG&E's discretion, which may require the vendor to pay a \$200 re-inspection fee or 10% of the entire rebate, whichever is higher.
- #### E. Tax Liability
- Incentives are taxable to the entity who receives the rebate check, whether it is the customer or the vendor. Rebates greater than \$600 will be reported to the IRS unless documentation of tax-exempt status is provided.
- ### III. GUIDELINES FOR VENDOR ACTIVITIES
- Vendors must sign and return the attached Vendor Participation Agreement (VPA) to PG&E prior to soliciting customer participation. Rebate payments will not be released to a vendor unless a signed Vendor Participation Agreement is on file.
 - Vendors must not misrepresent the nature of their role in Energy Efficiency Rebates for Your Business. In particular, vendors shall not state or in any way imply to customers, or any persons, that the vendor is employed by or working on behalf of PG&E.
 - Vendors may not represent to customers that PG&E endorses their specific products or services. PG&E does not endorse specific products, services, or companies — only energy efficient technologies.
 - Vendors may advise customers of the customer's option to have PG&E make their rebate check(s) payable to the vendor if the customer's rebate amount is being deducted from the total sale price in advance. The customer must complete and sign the Payment Release Authorization section of the application. The Payment Release Authorization is found on page 2, section 7, of the 2009 Interim Application.
 - Vendors may use the name "Energy Efficiency Rebates for Your Business" in promotional materials or advertisements. Vendors shall not, however, use PG&E's name or logo in their promotional literature, or advertisements or writing of any kind without the express prior written approval of PG&E.
 - For vendors who install the qualifying equipment, the equipment must be installed and operating prior to an application being submitted. A percentage of each vendor's installations will be subject to inspection by PG&E personnel for the purpose of verifying that the equipment is installed and operating. Vendors demonstrating high failure rates (based on a statistically significant sample) will have 100% of subsequent jobs inspected, and a \$200 per application inspection fee will be imposed.
 - Vendors must provide customers with applicable equipment warranty information for all measures installed.
 - Vendors must comply with all applicable local, state, and federal laws when performing installation and related functions.
 - PG&E reserves the right to limit a vendor's participation in Energy Efficiency Rebates for Your Business if, in PG&E's sole judgment, the vendor fails to comply with the program's guidelines and requirements.
- Energy Efficiency Rebates for Your Business offerings may be modified or terminated without prior notice. Check Pacific Gas and Electric Company's Web site for program modifications and updates on program status. Visit www.pge.com/mybusiness/energysavingsrebates for more information or call the **Business Customer Service Center** at **1-800-468-4743**.



Pacific Gas and Electric Company

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	Products Offered (Check all that apply)	Please check if you Install (Check all that apply)		Products Offered (Check all that apply)	Please check if you Install (Check all that apply)
LIGHTING			BOILERS AND WATER HEATING		
Interior Linear Fluorescent Fixtures			Process Boiler		
Compact Fluorescent Fixtures			Direct Contact Water Heater		
Int/Ext Pulse-Start Metal Halide Fixtures			Large Domestic Hot Water Boiler		
Interior Induction Fixtures			Instantaneous Hot Water Heater		
Bi-Level Stairwell/Hall/Garage Fixtures			Storage Water Heater		
T8 or T5 Linear Fluorescent Lamps			Space Heating Boiler		
Cold Cathode Lamps			Steam Traps		
Integrated Ballast CMH Par Lamps			Commercial Pool and Spa Heater		
CMH Directional Lighting Fixtures			Pipe Insulation		
Screw-in CFL 14 – 28 Watts			Tank Insulation		
High Efficiency Exit Signs			REFRIGERATION		
Channel Signs (LED)			Anti-Sweat Heater (ASH) Controls		
Occupancy Sensors			Auto-Closers for Main Cooler/ Freezer Doors		
Photocells			Auto-Closers for Reach-In Cooler/ Freezer Doors		
Time Clocks			Door Gaskets on Glass or Solid Doors		
Plug Load Occupancy Sensors			Efficient Evaporator Fan Motor		
HEATING VENTILATION AND AIR CONDITIONING (HVAC)			Evaporator Fan Controller for Walk-In Coolers		
Advanced Evaporative Cooler			Insulation for Bare Suction Lines		
92/93 AFUE Central Natural Gas Furnace			New High Efficiency Refrigeration		
Package Terminal Air Conditioners/ Heat Pumps			Display Cases with Special Doors (Low Temp)		
Variable Frequency Drives for HVAC Fans			New Refrigeration Display Cases w/Doors		
Variable Speed Motors Air Handler System			Night Covers for Open Vertical and Horizontal Display Cases		
FOOD SERVICE			Special Doors w/Low/No Anti-Sweat Heat on Low Temperature Display Cases		
Commercial Combination Oven (gas or electric)			Strip Curtains for Walk-In Boxes		
Commercial Convection Oven (gas or electric)			Vending Machine Controller		
Commercial Rack Ovens (gas)			AGRICULTURAL PRODUCTS		
Commercial Conveyor Oven			Greenhouse Heat Curtain		
Commercial Fryer (gas or electric)			Infrared Film for Greenhouses		
Commercial Large Vat Fryer (gas or electric)			Low Pressure Sprinkler Nozzles		
Commercial Glass Door Refrigerators			Sprinkler to Drip Irrigation		
Commercial Griddle (gas or electric)			Wine Tank Insulation		
Commercial Ice Machines ENERGY STAR® and Super Efficient CEE Tier III			BUSINESS COMPUTING		
Commercial Steam Cooker (gas or electric)			Network PC Power Management Software		
Commercial Solid Door Freezers/Refrigerators			Plug Load Occupancy Sensors		
Insulated Holding Cabinets			DO YOU WORK WITH:		
Commercial Kitchen Ventilation Control – Retrofit (electric)			<input type="checkbox"/> Large Commercial Property	<input type="checkbox"/> Small Commercial Property	
Commercial Kitchen Ventilation Control – New Hood (electric)			<input type="checkbox"/> Retailers	<input type="checkbox"/> Manufacturers	
APPLIANCES AND GENERAL IMPROVEMENTS			<input type="checkbox"/> Contractors	<input type="checkbox"/> Hotels and Hospitality	
Attic and Roof/Ceiling Insulation			<input type="checkbox"/> Schools	<input type="checkbox"/> Hospitals	
Wall Insulation			<input type="checkbox"/> Multifamily/residential		
Electric Storage Water Heater			Do you provide energy savings analysis to customers such as audits? YES <input type="checkbox"/> NO <input type="checkbox"/>		
High Efficiency Clothes Washers			Do you provide a recycling program? YES <input type="checkbox"/> NO <input type="checkbox"/>		
High Efficiency Dishwashers					
Window Film					
Energy Star Room Air Conditioner					

