



CityLights Rebate

5 Steps to receive your Rebate:



1. Is your facility eligible?

Facility must be an existing non-residential business, or commercial building(s) that is routinely operated on summer weekday afternoons and is serviced by CWLP under rate 40, 41, 42, 46, 47, or 48.

Governmental entities, except K-12 public schools, are not eligible under this program.

Customers may apply for incentives up to \$10,000 per fiscal year, per facility. (CWLP's fiscal year begins March 1 and ends February 28.) Rebate is limited to 35% of project costs including outside labor.

2. Is your project eligible?

Only new interior qualifying LED lighting equipment installed in existing facilities is eligible. LED Products must be ENERGY STAR Qualified, DesignLights™ Consortium Qualified or provide documentation to have passed LM-79 testing by an independent testing lab. Exterior lighting is not eligible.

Qualifying retrofit kits must be Internal Driver/Line Voltage Lamp-Style Retrofit Kits (UL Type B) or External Driver Lamp-Style Retrofit Kits (UL Type C) and cannot utilize any existing magnetic or electronic ballast. No "Plug & Play" devices.

CWLP approval is REQUIRED BEFORE any lighting equipment is purchased or installed. See the Terms and Conditions for details.

3. Complete this Application.

Complete the Citylights Project Worksheet to describe the existing systems and the replacement systems for each project.

A project is defined as a group of similar original fixtures receiving the same type of retrofit. For example, several 4-lamp 4-foot fluorescent fixtures (with similar operating hours) retrofitted to (or replaced with) 4-lamp LED fixtures would be treated as one project.

Fill in all fields for each project and calculate the individual project rebates. **All fields must be completed for each project.** If required wattage information is not known, refer to the Lighting Wattage Table or consult your lighting contractor.

If there is not enough space to list all projects, use additional Worksheets and continue numbering the projects sequentially.

Calculate the project rebate sub-totals for each Project Worksheet.

Add the sub-totals from all worksheets and write the amount in the "Total Rebate Requested" box on the Rebate Application. Complete and sign the Rebate Application.

4. Submit Application for PRE-INSTALLATION APPROVAL.

Pre-approval is **REQUIRED**. Before you place any orders for lighting equipment, you must provide the following to CWLP:

- Completed and signed Rebate Application and all Project Worksheets.
- Manufacturer's technical specification sheets ("cut sheets") including catalog/model numbers for each type of eligible equipment/component to be purchased.
- Detailed vendor proposals can also be submitted to assist in the CWLP review process.

Incomplete or inaccurate applications will delay review and may be returned.

- If the project scope or equipment changes, submit a revision of the Rebate Application along with new "cut sheets".

CWLP will review the application and provide you with a pre-installation approval letter specifying the maximum rebate offered. You then have 90 days to complete your project. Extensions may be granted if CWLP approves of the progress being made on the project.

5. Submit completion documentation for rebate.

After you have completed your project, return the following to CWLP:

- A copy of invoices showing the date, place of purchase and the cost, quantities and model numbers of the qualifying lighting equipment installed and any associated costs (labor, disposal).

Upon receipt of completed documentation, CWLP staff will conduct a post-installation inspection for verification purposes. CWLP will then calculate the rebate amount and apply a bill credit to the account number listed on the application. If rebate exceeds \$1000, a rebate check may be requested if customer provides a completed W-9 Form (Request for Taxpayer ID Number).

CityLights Project Worksheet



CUSTOM MEASURES:

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Project #		Annual Hours of Operation	Description of System	Number of Fixtures	Wattage Per Fixture*	Total Wattage All Fixtures				
Example (do not include in rebate)	EXISTING	2600	4-lamp 4 foot fluorescent fixture	25	112*	2,800	Total Watt Reduction		Unit Incentive	Project Rebate \$
	NEW	2600	4-lamp 4 foot LED Fixture	25	40*	1,000	1,800	X	\$0.25	= \$450.00

* From wattage table

1	EXISTING						Total Watt Reduction		Unit Incentive	Project Rebate \$
	NEW							X	\$0.25	=

2	EXISTING						Total Watt Reduction		Unit Incentive	Project Rebate \$
	NEW							X	\$0.25	=

3	EXISTING						Total Watt Reduction		Unit Incentive	Project Rebate \$
	NEW							X	\$0.25	=

4	EXISTING						Total Watt Reduction		Unit Incentive	Project Rebate \$
	NEW							X	\$0.25	=

5	EXISTING						Total Watt Reduction		Unit Incentive	Project Rebate \$
	NEW							X	\$0.25	=

Sub-total of all project rebates for this worksheet.
Maximum rebate given cannot exceed \$10,000

\$ _____

WATTAGE TABLE FOR USE IN REBATE CALCULATIONS

<u>Existing Fluorescent</u> <u>System (T8)</u>	<u>Fluorescent</u> <u>Wattage</u>	<u>LED Replacement</u>	<u>LED Wattage</u>	<u>Watts</u> <u>saved</u>
1-Lamp 2'	16	1-Lamp 2' LED	8	8
2-Lamp 2'	32	2-Lamp 2' LED	16	16
3-Lamp 2'	45	3-Lamp 2' LED	24	21
4-Lamp 2'	61	4-Lamp 2' LED	32	29
1-Lamp 2' U-bend	28	1-Lamp 2' U-bend LED	15	13
2-Lamp 2' U-bend	56	2-Lamp 2' U-bend LED	30	26
1-Lamp 4'	28	1-Lamp 4' LED	10	18
2-Lamp 4'	56	2-Lamp 4' LED	20	36
3-Lamp 4'	84	3-Lamp 4' LED	30	54
4-Lamp 4'	112	4-Lamp 4' LED	40	72
1-Lamp 8' (F96)	83	1-Lamp 8' LED	43	40
2-Lamp 8' (F96)	138	2-Lamp 8' LED	86	52
3-Lamp 8' (F96)	221	3-Lamp 8' LED	129	92
4-Lamp 8' (F96)	276	4-Lamp 8' LED	172	104
<u>HID Lighting</u>	<u>HID</u> <u>Wattage</u>	<u>LED Replacement</u>	<u>LED Wattage</u>	<u>Watts</u> <u>saved</u>
100 HPS or MH	128	LED Replacement Lamp	40	88
150 HPS or MH	188	LED Replacement Lamp	50	138
175 HPS or MH	205	LED Replacement Lamp	60	145
250 HPS or MH	295	LED Replacement Lamp	100	195
400 HPS or MH	455	LED Replacement Lamp	150	305
Incandescent Exit Sign	40	LED Exit Sign	2	38



CWLP CityLights Rebate Application



CITY WATER, LIGHT & POWER CUSTOMER INFORMATION

Company Name:		Electric Account Number. (i.e. 123456789-12345678):		
Facility Service Address:	Zip:	Ward:	Total Facility Sq. Ft.:	Retrofit Area Sq. Ft.:
Primary Contact Person & Title:		Primary Contact e-mail & phone number:		
Facility Contact Person & Title (if different from above):		Facility Contact e-mail & phone number (if different from above):		
Rebate Preference (if over \$1000): Mailed Check (<i>attach W-9 form</i>) ☐ Bill Credit ☐		Account Number or Address to apply bill credit (if different from above):		
Facility Type For This Project: (please circle one) OF-Office RS-Restaurant RT-Retail GR-Grocery WH-Warehouse SC-School AU-Auto Repair HF-Health Facility HO-Hotel/Motel IM-Industrial/Mfg MF-Multi-family OT-Other _____				
Mailing Address (if different from above):		City:	State:	Zip:

LIGHTING CONTRACTOR INFORMATION

Company Name:	Contact Name & Title:	Telephone:
Mailing Address (Include City, State & Zip)		Email:

CUSTOMER CERTIFICATION: By signing below, I acknowledge that I have read and approve of this Application, and I agree to be bound by all program **Terms and Conditions**, and certify that the information provided on this page is correct. Falsifying any of the information in this Application will void this rebate application and any future rebate applications.

Customer Signature Required:	Estimated Project Cost: \$	Estimated Project Completion Date:	Total Rebate Requested: (from worksheets) \$
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Mail/E-mail Application to: CWLP Energy Services Office
1008 E. Miller St, Springfield, IL 62702 E-Mail: nrgxperts@cwlp.com
Questions: Call (217)789-2070 Ext. 2082

Internal Use Only

Received Date: _____	Initial ☐	Revised ☐	Final ☐
Pre-approved: date _____	Final Inspection Date: _____		Inspector's Initials _____
Amount \$ _____ Approved by: _____	Approved for Payment Date: _____		
Electric Rate: _____	Amount \$ _____ Approved by: _____		
Account Current? ☐	Account Current? ☐		

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CWLP CityLights Rebate Program - Terms and Conditions

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1. ELIGIBILITY: CWLP will provide rebates in the form of bill credits or checks to Eligible Customers (defined below) for the purchase and installation of Qualifying Lighting Equipment, subject to these Terms and Conditions.

a) Qualifying Lighting Equipment:

(1) Unless explicitly preapproved, Qualifying Lighting Equipment must be new, warranted LED Products that are ENERGY STAR Qualified, DesignLights™ Consortium Qualified or have documentation provided to have passed LM-79 testing by an independent testing lab. (2) Qualifying Lighting Equipment that replaces existing lamps cannot operate utilizing the existing equipment ballast. These products require rewiring of the existing fixture to bypass the ballast and send line voltage directly to the lamp holders. (3) New, dedicated LED exit signs replacing existing incandescent or fluorescent exit signs are eligible. (4) Energy-efficient lighting equipment or services purchased, contracted for or work conducted prior to receiving pre-approval for Rebates are not eligible for Rebates under the CWLP CityLights program. Exceptions can be made for qualifying lighting equipment purchased and installed prior to pre-approval for demonstration purposes.

b) "Ineligible Lighting Equipment" includes but is not limited to Exterior Lighting, fluorescent lighting equipment and equipment that is not routinely operated on summer weekday afternoons or technologies that purport to save energy through reduction of voltage, demand, or power conditioning.

c) "Eligible Customers" are directly metered customers of CWLP who fall under Rate 40, 41, 42, 46, 47, or 48 at the installation address and who have no accounts past due more than 30 days. Customers that are supported by public tax funds (either federal, state or local) other than K-12 schools are not eligible. CWLP Rebates are awarded to Eligible Customers only for equipment that is owned by them and installed in existing buildings in the CWLP service area at the location identified in this Application, and such Customers are ultimately responsible for compliance with these Terms and Conditions.

d) CityLights Program fiscal year is defined as March 1- February 28. Customers that have previously been pre-approved for CityLights Rebates may have additional applications for the next program fiscal year delayed until after April 1.

2. PRE-INSTALLATION ANALYSIS, APPROVAL AND SURVEY:

a) CWLP is not obligated to award any Rebates unless it pre-approves the Customer's Rebate Application, through a Pre-Installation Approval Letter, and completes a pre-installation survey of the Customer's facilities, unless CWLP has waived this latter requirement.

b) CWLP may independently review the Rebate Application and analysis to verify the energy saving and demand reduction potential, and the project installation cost estimates. CWLP reserves the right to reject or modify any Customer estimates or calculations, based on its analysis.

c) CWLP has the discretion to approve or disapprove of any proposed Qualifying Lighting Equipment.

3. PRE-INSTALLATION APPROVAL LETTER:

After a Rebate Application is approved, the Customer will receive written notification, through a Pre-Installation Approval Letter, of a maximum pre-approved Rebate amount. CWLP will not pay Rebates for any Lighting Equipment ordered prior to the date of the Pre-Installation Approval Letter. The pre-approved Rebate funds are reserved for a period of 90 days from the date of the Pre-Installation Approval Letter. After 90 days CWLP may revoke the Pre-Installation Approval Letter and associated Rebate funds.

4. POST-INSTALLATION VERIFICATION:

CWLP is not obligated to pay any pre-approved Rebates until it has performed a satisfactory post-installation verification visit, unless it has waived this requirement. If CWLP determines that Qualifying Lighting Equipment was not installed in a manner consistent with the approved application, or unapproved Lighting Equipment was installed, or the installation was not consistent with generally accepted engineering practices, it may require modifications before making payment.

5. INDEPENDENT TESTING: CWLP reserves the right to deny Rebates for any Lighting Equipment that has not been favorably assessed or approved by recognized, independent public authorities, such as the Underwriter's Laboratory (UL). CWLP may, at its discretion, require the Customer to undertake, at their own expense, testing of Lighting Equipment that does not carry the Listing Mark by UL, or an equivalent independent testing facility approved in advance by CWLP, in order to be considered Qualifying Lighting Equipment.

6. REBATE AMOUNTS:

a) The Rebate Amount is based on \$0.25 per watt saved with the Qualifying Lighting Equipment versus the Existing equipment. Wattage of Existing fixtures will be based on actual measured wattage or federal minimum efficiency standards, whichever is lower. For example, in the case of T-12 fluorescent fixtures, the wattage of the equivalent T-8 fixture will be used, based on the Lighting Wattage Table.

b) The maximum Rebate is \$10,000 per facility per program fiscal year. The total Rebate will not exceed 35% of the Incremental Lighting Project Cost, defined as the cost to purchase the Qualifying Lighting Equipment materials and the non-internal labor cost to install the Qualifying Lighting Equipment and the disposal of removed lighting equipment. A facility is defined as a contiguous property for which a single customer is responsible for paying the CWLP electric bills.

c) CWLP reserves the right to adjust and/or negotiate the Rebate amount, based upon its independent assessment of appropriate savings or cost estimates.

d) Once a Rebate Application is pre-approved, through a Pre-Installation Approval Letter, CWLP will pay no more than the pre-approved Rebate amount. CWLP has the right to lower the Rebate amount if the quantity and/or cost of Qualifying Lighting Equipment actually installed by the Customer differ from the pre-approved amounts. CWLP has the right to seek a refund for Rebates paid if, at any time, it learns that the Lighting Equipment was not actually and properly installed or were subsequently disconnected within 48 months after installation.

e) Rebates in amounts less than \$1000 will be issued in the form of a bill credit. For rebates greater than \$1000, the customer may request a rebate in the form of a check. The customer must provide a completed W-9 (Request for Taxpayer ID Number) form in order for the rebate check to be processed. (Handling of a customer's SSN within CWLP will comply with the policies of the Illinois Identity Protection Act.)

7. LIGHTING EQUIPMENT COSTS: The Customer must provide copies of all invoices or other reasonable documentation that verify the quantities and costs of purchasing and installing the Qualifying Lighting Equipment, including all materials, labor, and equipment discounts. Internal customer labor costs are not eligible as



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expenses when calculating the Incremental Lighting Project Cost. Invoices must indicate a verifiable breakout of all Qualifying Lighting Equipment purchased for installation under this Rebate Application.

8. REBATE PAYMENT:

a) CWLP will process Rebate Applications after Lighting Project completion. Lighting Project completion requires: (1) submission of all verification documentation to CWLP; (2) completed installation of the approved Qualifying Lighting Equipment; and (3) a satisfactory post-installation verification performed by CWLP, all in accordance with the specifications outlined elsewhere in these Terms and Conditions.

b) If the Customer is more than 30 days past due, CWLP reserves the right to delay rebate payment until past due amount owed is paid.

c) Customer will be informed of the calculated Final Rebate Amount through a Rebate Notification Letter.

9. MONITORING AND EVALUATION

FOLLOW-UP VISITS: CWLP reserves the right to visit the Customer's facility during the 48 months following the Lighting Project completion, at a time convenient to the Customer, with at least one-week advance notice. The purpose of the visit(s) is to review the operation of the Qualifying Lighting Equipment for program evaluation purposes, including monitoring energy performance. The scope of review is limited to determining whether program conditions have been met. The Customer must allow access to the Qualifying Lighting Equipment and related project documentation.

10. PROGRAM CHANGES/

CANCELLATION:

a) CWLP may change the program requirements, Rebates, or Terms & Conditions at any time without notice, including suspending acceptance of Rebate Applications or terminating the program. CWLP is not obligated to approve any submitted Rebate Application that may result in CWLP exceeding its program budget.

b) In the event of program change, pre-approved Rebate Applications will be processed to completion under the Terms & Conditions in effect at the time of the Pre-Installation Approval Letter.

c) Submission of a completed Rebate Application does not entitle the Customer to program participation.

d) Rebates under the CWLP program are offered on a first-come, first-served basis

and are subject to project and Customer eligibility, and the availability of funds.

11. PUBLICITY OF CUSTOMER

PARTICIPATION: CWLP may wish to publicize information relating to the Customer's participation in the program, including such data as projected project energy savings and Rebate amount. CWLP will obtain Customer permission before making such information public.

12. INSTALLATION SCHEDULE REQUIREMENTS:

a) If the Customer has not engaged in installation of the Qualifying Lighting Equipment, within 90 days from the date of the Pre-Installation Approval Letter, CWLP may cancel this Rebate Application without liability.

b) Customer may request an extension to the 90 day Project completion deadline.

CWLP may, at its discretion, grant the extension if, in CWLP's judgment, satisfactory project progress is ongoing.

c) A Customer who fails to advise CWLP that a project is complete, or who fails to provide required Lighting Project completion documentation as described elsewhere in these Terms and Conditions, within 60 days of Lighting Project completion may be denied Rebate payment.

13. LIMITATION OF LIABILITY AND INDEMNIFICATION:

a) CWLP liability under this Rebate Application will be limited to the Rebate amounts specified in this Rebate Application. CWLP and any of its affiliates or contractors shall not be liable to the Customer for any special, indirect, consequential or incidental damages or for any damages in tort (including negligence) caused by any activities associated with this Rebate Application. By participating in the CWLP program, Customer agrees to waive any claims and fully releases CWLP from any damages, of any kind.

b) Customer hereby irrevocably and unconditionally waives any right such party may have to a trial by jury or to initiate or become a party to any class action claims in respect of any action, suit or proceeding directly or indirectly arising out of or relating to this application or the transactions contemplated by this application.

c) The Customer shall protect, indemnify, and hold harmless CWLP from and against all liabilities, losses, claims, damages, judgments, penalties, causes of action, costs and expenses (including, without limitation, attorney's fees and expenses) incurred by or assessed against CWLP

arising out of or relating to the performance of this Rebate Application.

14. NO WARRANTIES:

a) CWLP nor its consultants do not endorse, guarantee, or warrant any particular manufacturer or product, and it provides no warranties, expressed or implied, including any implied warranty of merchantability or implied warranty of fitness for any product or services. CWLP is not liable or responsible for any act or omission of any contractor (if any). The customer's reliance on warranties is limited to any warranties that may be provided by contractors, vendors, etc.

b) Neither CWLP nor its consultants are responsible for assuring that the installation of the lighting equipment is proper or complies with any particular laws, codes, or industry standards. CWLP does not make any representations of any kind regarding the results to be achieved by the Qualifying Lighting Equipment or the adequacy or safety of such measures.

15. CUSTOMER MUST PAY ALL TAXES:

Rebates received by the Customer under this Rebate Application may be taxable by the federal, state, and local government. The Customer is responsible for declaring and paying all such taxes.

16. VENDOR SELECTION: The Customer may select any vendor or contractor licensed by the City of Springfield to perform the work contemplated by this Rebate Application. In the situation where multiple contractors are bidding on the same job, only the Rebate Application of the firm doing the work will be reviewed. In addition, if there is a change in contractor after Pre-Installation Approval Letter has been granted, then an updated Rebate Application must be submitted to reflect possible changes in the Rebate amount, change in completion date, and to allow CWLP to verify Qualifying Lighting Equipment.

17. REMOVAL OF EQUIPMENT: The Customer agrees, as a condition of participation in the program, to remove and dispose of the equipment being replaced by the Qualifying Lighting Equipment in accordance with all laws, rules, and regulations. The Customer agrees not to reinstall any of this equipment anywhere in CWLP service territory, or transfer it to any other party for installation in CWLP service territory.

18. MISCELLANEOUS:

a) The entire agreement between the Customer and CWLP is composed of an approved, signed Rebate Application, these



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Terms and Conditions and any Pre-Installation Approval Letters from CWLP.

b) Paragraph headings are for the convenience of the parties only and are not to be construed as part of these Terms and Conditions.

c) The Customer acknowledges that the only individuals authorized to bind CWLP under the CWLP program are CWLP staff.

d) If any provision of the Terms and Conditions is deemed invalid by any court or administrative body having jurisdiction, such ruling shall not invalidate any other provision, and the remaining Terms and Conditions shall remain in full force and effect in accordance with their terms.

e) If a dispute arises out of, or relates to this Application, or the breach thereof, the dispute will be settled through negotiation. Otherwise, resolution of disputes concerning these Terms and Conditions, or any other requirement of this Application or condition of Rebate, resolution will be governed in all respects by the laws, statutes, and regulations of the State of Illinois.

f) Customer shall not assign any rights it may have under this Rebate Application without the prior written consent of CWLP. Any assignment in violation hereof shall be deemed null and void.