

If you have questions while completing this form, please contact your hometown electric utility weekdays during business hours for assistance.

Phone: 320-523-2361

Send your completed application to:

City of Olivia
1009 W. Lincoln Ave.
Olivia, MN 56277

Checklist For Application:

- Dated detailed invoice
- Completed Application including Pre-Rebate Worksheet and Rebate Calculation Table

By participating in our We Save program, you can save energy and earn a rebate when you install energy efficient lighting to replace existing lighting in your building. If your project does not fit one of the descriptions below, please contact your local utility to determine if your project qualifies for a custom rebate.

What products are eligible for the rebate?

Fluorescent T8 or T5 Lamps with Electronic Ballast

Rebate is based upon one-for-one replacement of incandescent fixtures or fluorescent T12 lamps controlled by magnetic ballasts.

Low-wattage T8 Lamps

Rebate is based upon replacement of T12 lamps or full wattage T8 lamps with 28W or less lamps.

Compact Fluorescent Lighting

Rebate is based upon one-for-one replacement of incandescent lighting with new screw-base (integral) lights, hard-wired (dedicated) fixtures or modular fixtures containing pin-based compact fluorescent lamps (CFLs). For fixtures that house more than one lamp, the rebate is based on the number of lamps in the fixture (e.g., a single fixture that houses two 18W CFLs would be rebated as two 18W CFL lamps). Two foot low-wattage CFL rebates are calculated using the number of lamps.

High-bay Fluorescent T5HO, T8 and T8VHO Lamps with Electronic Ballasts

Rebate is based upon a one-for-one replacement of HID fixtures (including mercury vapor, high pressure sodium, metal halide, or pulse start metal halide) ranging in size from 250W to 1,000W.

Metal Halide and High Pressure Sodium Fixtures

Rebate is based upon one-for-one replacement of incandescent or mercury vapor fixtures. Metal halide and high pressure sodium lamp wattage must be lower than existing lamp wattage.

Ceramic Metal Halide Fixtures

Rebate is based upon one-for-one replacement of incandescent, halogen, mercury vapor, high pressure sodium, metal halide, or pulse start metal halide fixtures. Ceramic metal halide lamp wattage must be lower than existing lamp wattage.

Pulse-Start Metal Halide Fixtures

Rebate is based upon one-for-one replacement of incandescent, mercury vapor, high pressure sodium, or metal halide fixtures. Pulse-start lamp wattage must be lower than existing lamp wattage.

Occupancy Sensors and Photocells

Rebate requires permanent installation of equipment. Occupancy sensors may be wall or ceiling mounted, passive infrared, ultrasonic, or dual technology sensors.

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What products are eligible for the rebate? (continued)

ENERGY STAR Qualified LED Lamps

A list of qualified LED lamps is available at: www.energystar.gov/sslp partners by clicking Eligible Products for LED lamps. Rebate is based upon one-for-one replacement of incandescent or halogen lamps.

ENERGY STAR Qualified Commercial LED Downlight Fixtures

A list of qualified commercial LED downlight fixtures (luminaires) is available at: www.energystar.gov/sslp partners by clicking Eligible Commercial Products for LED fixtures. Rebate is based upon one-for-one replacement of incandescent or halogen fixtures.

Exterior LED Canopy and Soffit Fixtures

Rebate is based upon one-for-one replacement of metal halide canopy or soffit fixtures.

Refrigerated LED Case Lighting

Rebate is based upon replacement of T12 or T8 linear 5 to 6 foot fluorescent refrigerated case door lighting.

LED Exit Signs

Rebate is based upon one-for-one replacement of incandescent exit signs. CFL exit signs do not qualify for a rebate.

LED Pedestrian and Traffic Signals

Rebate is based upon one-for-one replacement of incandescent pedestrian and traffic signals to LED pedestrian and traffic signals. Rebates are not offered for amber LED traffic balls and arrows or green LED traffic arrows.

Parking Garage Lighting

Rebate is based upon a one-for-one replacement of HID fixtures (including mercury vapor, high pressure sodium, metal halide) ranging in size from 150W to 175W. To be eligible, parking garage must be either underground or semi-enclosed above ground and lighting must operate 24 hours per day.

How Do I Qualify?

1. General Qualifications

- Rebate offered to non-residential electric customers served by a local municipal utility that is a participating member of MMPA.
- Rebate Application, Pre-Rebate Worksheet and Rebate Calculation Table must be submitted and approved by the utility prior to starting the project. Incomplete and/or illegible applications will not be processed.
- Retrofit systems must result in a net load reduction in kW usage from that of the existing lighting system.
- Lighting equipment must be operated during weekday on-peak demand hours (6 a.m.- 9 p.m.).
- With the exception of the Exterior LED Canopy and Soffit Fixtures rebate and Parking Garage Lighting rebates, rebates apply to interior lighting retrofit programs only and will not be given for exterior lighting projects.
- Qualifying customers must apply for rebate by November 30, 2012.
- **Rebate will be given directly to customers and will not be given to Lighting Suppliers or Contractors.**

2. Application- Limited Funds

Rebate requests are processed on a "first-come first-serve" basis. Annual rebate funds are limited. Rebate programs, qualifications, and amounts are subject to change at any time. Customer is responsible for checking with their local municipal electric utility to determine whether the program is still in effect.

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How Do I Qualify? (continued)

3. Inspection and Verification

A City representative will inspect the site before and after the retrofit has occurred. During the pre-retrofit inspection, the customer will inform the City representative of all the changes planned. A post-retrofit inspection will be conducted to verify that all the changes have been made.

The Utility reserves the right to conduct inspections of any and all installations. One sample of each type of old lamp or ballast must be retained for at least 90 days. If the Utility finds that the customer has not complied with its rules and standards, any rebate the customer has received must be returned to the Utility.

4. Installation and Rebate Limitations

Installation must be completed before submitting rebate application. The Utility will issue rebates in the form of checks, not utility bill credits. Rebate paid cannot exceed the purchase price of equipment. The minimum rebate is \$5. Maximum rebate is set by City.

5. Invoice and Payment

Following the pre-retrofit inspection, completed installation, and post-retrofit verification, the customer must notify the Utility and submit invoices specifying the quantity and price of all materials purchased, the date ordered, installation costs and applicable taxes. The invoices should also contain the contractor's name and address as well as the customer's name and installation address.

After satisfactory review of the application and invoices, a rebate check will be issued to the customer. Please allow 6-10 weeks from the date of post-retrofit inspection for delivery of rebate check.

6. Equipment Eligibility Requirements

All equipment must be new and meet specification requirements.

7. Tax Information

The Utility 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 before submitting rebate requests.

8. Disclaimer

The Utility gives no warranties, expressed or implied, with respect to equipment operation, material, workmanship or manufacturing. The Utility does not guarantee that the implementation of energy-efficient measures or use of equipment purchased or installed pursuant to this program will result in energy or cost savings. In no event shall the Utility be liable for any incidental or consequential damage. The Utility is not responsible for the disposal of lamps and/or ballasts replaced as a result of this program.

9. Privacy

Information contained in this rebate application may be shared with the Department of Commerce and the MMPA.

10. Rebate Exclusions

- Rebate will not be given for equipment or designs that do not comply with local, state or federal regulations.
- The Utility is not liable for rebates promised to a customer as a result of a contractor misrepresenting the program.
- Customers must apply for rebate within a year of the purchase date shown on the equipment invoice.

COMPLETE THESE SIX EASY STEPS TO GET YOUR REBATE.

STEP 1: CUSTOMER INFORMATION (please print clearly)

Company Name _____
 Account Number _____
 Contact Name _____
 Phone (daytime) _____ Email _____
 Address _____ City _____ State _____ Zip _____
 Installation Address (if different) _____

STEP 2: ENTER VENDOR INFORMATION (please print clearly)

Vendor Name _____ Vendor Contact Name _____
 Vendor Address _____ City _____ State _____
 Daytime Phone _____ Fax _____ Email _____

STEP 3: COMPLETE PRE-REBATE WORKSHEET

The attached Pre-Rebate Worksheet must be filled out for all equipment that a rebate is being requesting for. Print clearly and fill in each column. If necessary, attach multiple worksheets. Use the table below as a guide for entering Building Type and Annual Operating Hours.

Prescribed Annual Operating Hours by Building Type/Use							
Building Type/Use	Hours	Building Type/Use	Hours	Building Type/Use	Hours	Building Type/Use	Hours
College/University	5,010	Hospital	4,532	Restaurant	4,156	Refrigerated Case	6,491
Elem/Second School	2,080	Hotel/Motel	2,697	Retail	3,068	Traffic (Green)	3,675
Exterior Lighting	4,380	Manufacturing	5,913	Safety/Code	8,760	Traffic (Red Arrow)	7,885
Grocery	4,612	Office	3,435	Warehouse	2,388	Traffic (Red Ball)	4,820
Health Office	3,392	Other/Misc.	2,278	24-Hour Facility	8,700	Traffic (Pedestrian)	4,380

Note: If building type/use or annual operating hours in the table above are not appropriate for your project, you may enter specific operating hours on the Worksheet. All custom values require pre-approval.

STEP 4: COMPLETE REBATE CALCULATION TABLE

The attached Rebate Calculation Table calculates the dollar amount of the rebate. Quantity Installed must reconcile with amount(s) entered in Pre-Rebate Worksheet. Rebate paid cannot exceed the purchase price of equipment.

STEP 5: ATTACH NECESSARY DOCUMENTATION (must be submitted with rebate application)

Copy of detailed dated invoice(s) specifying the quantity and price of all materials purchased, date ordered, installation costs and applicable taxes.

STEP 6: CUSTOMER SIGNATURE

I hereby certify that all information is accurate including claims of efficiency, size and customer information. I have read all information on this form and agree that MMPA may verify information I have provided.

X _____ Date _____

FOR MMPA USE ONLY. DO NOT WRITE IN THIS AREA.

Customer Type (select one): Commercial Industrial

Approved By _____ Date _____ Rebate Amount \$ _____

EQUIPMENT DESCRIPTION		QUANTITY INSTALLED	REBATE \$/UNIT	REBATE \$
Fluorescent T5 Lamps with Electronic Ballasts 4 ft or less				
T5 (1-lamp)	<i>Replace incandescent or T12 systems.</i>		\$16	\$
T5 (2-lamp)	<i>Replace incandescent or T12 systems.</i>		\$16	\$
T5 (3-lamp)	<i>Replace incandescent or T12 systems.</i>		\$24	\$
T5 (4-lamp)	<i>Replace incandescent or T12 systems.</i>		\$24	\$
Fluorescent T8 Lamps with Electronic Ballasts 4 ft or less				
T8 (1-lamp)	<i>Replace incandescent or T12 systems.</i>		\$16	\$
T8 (2-lamp)	<i>Replace incandescent or T12 systems.</i>		\$16	\$
T8 (3-lamp)	<i>Replace incandescent or T12 systems.</i>		\$24	\$
T8 (4-lamp)	<i>Replace incandescent or T12 systems.</i>		\$24	\$
Fluorescent T8 Lamps with Electronic Ballasts 5 to 8 ft				
T8 (1-lamp)	<i>Replace incandescent or T12 systems.</i>		\$26	\$
T8 (2-lamp)	<i>Replace incandescent or T12 systems.</i>		\$26	\$
High-bay Fluorescent Fixtures with Electronic Ballasts				
T5HO (2- to 3-lamp)	<i>Replace HID 175-250W lamp systems.</i>		\$85	\$
T5HO (4- to 6-lamp)	<i>Replace HID 310-400W lamp systems.</i>		\$110	\$
T5HO (8-lamp)	<i>Replace HID 750W lamp systems.</i>		\$135	\$
T5HO (10-lamp)	<i>Replace HID 1,000W lamp systems.</i>		\$160	\$
T8 (4-lamp)	<i>Replace HID 175-250W lamp systems.</i>		\$85	\$
T8 (6- to 8-lamp), T8VHO (3-lamp)	<i>Replace HID 310-400W lamp systems.</i>		\$110	\$
T8 (12- to 16-lamp), T8VHO (6-lamp)	<i>Replace HID 750W lamp systems.</i>		\$135	\$
T8 (18- to 20-lamp), T8VHO (8-lamp)	<i>Replace HID 1,000W lamp systems.</i>		\$160	\$
Low-wattage Fluorescent T8 Lamps				
25W lamps	<i>Replace 32W T8 lamps.</i>		\$1/lamp	\$
28W lamps	<i>Replace 32W T8 lamps.</i>		\$1/lamp	\$
Compact Fluorescent Fixtures				
Hardwired or Modular - 18W or less	<i>Replace incandescent or T12 systems.</i>		\$10	\$
Hardwired or Modular - 19W to 32W	<i>Replace incandescent or T12 systems.</i>		\$20	\$
Hardwired or Modular - 33W or higher	<i>Replace incandescent or T12 systems.</i>		\$26	\$
Screw-Base - 32W or less	<i>Replace incandescent or T12 systems.</i>		\$2	\$
Screw-Base - 33W or higher	<i>Replace incandescent or T12 systems.</i>		\$4	\$
2 ft Low-Wattage CFL - 25W to 28W	<i>Replace 40W 2 ft CFL.</i>		\$4	\$
Ceramic Metal Halide Fixtures				
150W or less	<i>Replace incandescent, halogen, high pressure sodium, metal halide or mercury vapor.</i>		\$50	\$
151W to 250W			\$75	\$
251W or higher			\$100	\$
20-25W Integrated Lamps	<i>Replace 75-100W incandescents or halogens.</i>		\$20	\$
High Pressure Sodium (HPS) Fixtures				
151W to 250W	<i>Replace incandescent, halogen or mercury vapor.</i>		\$30	\$
251W or higher			\$50	\$
Continue to next page to enter additional lighting equipment and Total Rebate Amount				

EQUIPMENT DESCRIPTION		QUANTITY INSTALLED	REBATE \$/UNIT	REBATE \$
Pulse-Start Metal Halide Fixtures				
175W or less	<i>Replace incandescent, halogen, high pressure sodium, metal halide or mercury vapor.</i>		\$30	\$
176W to 319W			\$50	\$
320W to 749W			\$75	\$
750W or higher			\$100	\$
ENERGY STAR Qualified LED Interior Lamps				
10 W or less	<i>Replace incandescent or halogen lamps.</i>		\$15	\$
11 W to 20W	<i>Replace incandescent or halogen lamps.</i>		\$20	\$
ENERGY STAR Qualified LED Interior Fixtures				
50W or less	<i>Replace incandescent systems.</i>		\$75	\$
Refrigerated LED Case Lighting				
5 and 6 foot doors	<i>Replace fluorescent T12 or T8 systems.</i>		\$100	\$
Exterior LED Canopy and Soffit Fixtures				
25W to 150W	<i>Replace HID systems.</i>		\$150	\$
LED Exit Signs	<i>Replace incandescent exit signs.</i>		\$15	\$
LED Pedestrian and Traffic Signals				
LED Pedestrian Signals - 9"	<i>Replace incandescent pedestrian signals.</i>		\$30	\$
LED Pedestrian Signals - 12" or larger	<i>Replace incandescent pedestrian signals.</i>		\$40	\$
LED Traffic Balls - 8" red, green	<i>Replace incandescent traffic balls.</i>		\$25	\$
LED Traffic Balls - 12" red, green	<i>Replace incandescent traffic balls.</i>		\$30	\$
LED Traffic Arrows - 12" red	<i>Replace incandescent traffic arrows.</i>		\$40	\$
OCCUPANCY SENSOR				
Wall Mount Occupancy Sensor	<i>Requires permanent installation.</i>		\$20	\$
Ceiling Mount Occupancy Sensor	<i>Requires permanent installation.</i>		\$40	\$
Photocell	<i>Requires permanent installation.</i>		\$20	\$
PARKING GARAGE LIGHTING				
T8, 2- and 3-lamp, 4 foot	<i>Replace 175W HID; requires electronic ballast.</i>		\$75/fixture	\$
T5HO, 2- and 3-lamp	<i>Replace 150W HID; requires electronic ballast.</i>		\$75/fixture	\$
Low-Wattage Fluorescent T8 Lamps	<i>Requires installation of 28W or less.</i>		\$1/lamp	\$
Other Equipment Not Listed Above (Requires Pre-Approval) * THIS SECTION TO BE FILLED OUT BY UTILITY *				
<i>Equipment Installed (New) (Fixture type, # lamps, wattage)</i>	<i>Equipment Removed (Old) (Fixture type, # lamps, wattage)</i>	<i>Quantity Installed</i>	<i>Rebate \$/Unit</i>	<i>Rebate</i>
				\$
				\$
				\$
				\$
				\$
				\$
TOTAL REBATE				\$

NOTE: Quanti