



# GREENHOUSE INCENTIVE APPLICATION

OFFICE USE ONLY  
PROJECT ID:

This incentive application form is valid from July 1, 2010 to December 31, 2010. New application forms will be available beginning January 1, 2011. Focus incentives are subject to change. Please visit [focusenergy.com/incentives/business](http://focusenergy.com/incentives/business) to ensure you are using the most current form.

## SECTION 1: CUSTOMER LEGAL INFORMATION (as shown on your income tax return)

Company Legal Name		Tax Identification Number—complete only one (must be 9 digits) FEIN #: _____ - _____ - _____ OR SS #: _____ - _____ - _____			
Legal Mailing Address		City	State	ZIP Code	
Business Classification of Customer (Check ONE. Required for all businesses, including non-profits) <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietor/Individual <input type="checkbox"/> LLC <input type="checkbox"/> Other: _____					Owner Name (Corporations Excluded)

## SECTION 2: PAYMENT INFORMATION

Make Incentive Check Payable to: <input type="checkbox"/> Company <input type="checkbox"/> Business Owner's Legal Name (Only if Sole Proprietor) <input type="checkbox"/> Market Provider (complete Section 4)					
Mail check to: <input type="checkbox"/> Company Legal Address <input type="checkbox"/> Job Site Address <input type="checkbox"/> Alternate Address (complete below)				Attention to:	
Alternate Pay Address		City	State	ZIP Code	

## SECTION 3: JOB SITE INFORMATION (where equipment was installed or service performed)

Job Site Name		Project Contact Name			
Job Site Street Address (physical location)		Project Contact Telephone			
City	State <b>WI</b>	ZIP Code	Project Contact Email		
Electricity Provider at Job Site		Natural Gas Provider at Job Site		Project Installation/Service Date	

## SECTION 4: MARKET PROVIDER INFORMATION (See Market Provider information section on the Program Information and Requirements page)

Market Provider Name		Tax Identification Number—complete only one if receiving payment (must be 9 digits) FEIN #: _____ - _____ - _____ OR SS #: _____ - _____ - _____			
Market Provider Street Address		City	State	ZIP Code	
Market Provider Contact Name		Contact Telephone		Contact Email	

Business Classification of Market Provider (Check ONE):  
 Corporation  Partnership  Sole Proprietor/Individual  LLC  Other: \_\_\_\_\_

## SECTION 5: CUSTOMER SIGNATURE (Read and Sign)

**Certification: The following certifications are required in order for this form to substitute for the IRS form W9**  
Under penalties of perjury, I certify that:  
1. The number shown on this form is the correct taxpayer identification number.  
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the IRS that I am subject to backup withholding as a result of a failure to report all interest or dividends or (c) the IRS has notified me that I am no longer subject to backup withholding.  
3. I am a U.S. citizen (includes a U.S. resident alien).  
The undersigned agrees that the stated energy efficient measure(s) was (were) completed or installed at the job site address listed above as part of the Focus on Energy Program. I have read and agree to the Terms & Conditions within this application. To the best of my knowledge, the statements made on this application are correct, and I have submitted the appropriate supporting documentation to receive an incentive.  **Itemized Invoice Attached**

Customer Signature	Customer Name (Print)	Date
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**FORM SUBMITTAL: Return signed, completed form and ITEMIZED invoice within 30 calendar days of installation to:**

**Mail:** Focus on Energy, Business Programs Incentives, 431 Charmany Drive, Madison, WI 53719

**Email:** Applications and invoices can be scanned and emailed to [BPforms@focusenergy.com](mailto:BPforms@focusenergy.com) **Fax:** 608.237.2147

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**PROJECT INFORMATION FOR AREA WHICH INCENTIVE APPLIES** (specify which project if updating multiple units)

Square footage of floor area covered by film or glazing _____	Approximate growing season—How many months? (check one) <input type="checkbox"/> 3 <input type="checkbox"/> 6 <input type="checkbox"/> 9 <input type="checkbox"/> 12 <input type="checkbox"/> Other (specify) _____
Roof Material (pre-upgrade) <input type="checkbox"/> Single pane glass <input type="checkbox"/> Double pane glass <input type="checkbox"/> 8mm double polycarbonate <input type="checkbox"/> Double poly film <input type="checkbox"/> IR-rated double poly film <input type="checkbox"/> Other _____	
Sidewall Material (pre-upgrade) <input type="checkbox"/> Single pane glass <input type="checkbox"/> Double pane glass <input type="checkbox"/> 8mm double polycarbonate <input type="checkbox"/> Double poly film <input type="checkbox"/> IR-rated double poly film <input type="checkbox"/> Other _____	
Heating Distribution <input type="checkbox"/> Overhead <input type="checkbox"/> Under bench	

**GREENHOUSE INCENTIVE APPLICATION**

TECHNOLOGY	REQUIREMENTS	QUANTITY INSTALLED	INCENTIVE	SUBTOTAL
Horizontal Air Flow Fan	<ul style="list-style-type: none"> <li>■ Must have performance of 10.6 lbf/kW or greater.</li> <li>■ Fans must undergo third party testing and be rated through BESS Labs or AMCA Labs.</li> </ul> Brand: _____ Model Number: _____	Number of fans _____ X	\$50 per fan	= \$
Exhaust Fan	<ul style="list-style-type: none"> <li>■ 36" fans: ≥ 17.1 cfm/Watt performance at 0.10 static pressure.</li> <li>■ Fans 48" or larger: ≥ 20.3 cfm/Watt performance at 0.10 static pressure.</li> <li>■ Fans must undergo third party testing and be rated through BESS Labs or AMCA Labs.</li> </ul> Brand: _____ Model Number: _____ <input type="checkbox"/> 36" <input type="checkbox"/> ≥48" <input type="checkbox"/> Other: _____ inches	Length of blade _____ X	\$2 per blade inch	= \$
Unit Heater (natural gas only)	<ul style="list-style-type: none"> <li>■ Must have ≥90% thermal efficiency.</li> <li>■ Must be vented and condensate drained per manufacturer specifications.</li> <li>■ Unit heater must be an upgrade from a non-condensing unit heater.</li> </ul>	Total input MBh installed _____ X	\$1.25 per input MBh (new construction)  \$2.50 per input MBh (retrofit projects)	= \$
Greenhouse Climate Controls (natural gas only)	<ul style="list-style-type: none"> <li>■ Must have a minimum of two temperature stages in a 24 hour period.</li> <li>■ Heating and ventilation appliances must be controlled by the same sensor.</li> <li>■ Must force a delay between heating and ventilation events.</li> <li>■ Must maintain a dead-band zone of 5°F or greater between heating and ventilation events.</li> <li>■ Must have the ability to temporarily override set program temperatures.</li> </ul> Brand: _____ Model Number: _____	Affected square footage of floor area controlled _____ X	\$0.03 per sq. ft.	= \$
IR Rated Poly-Film (natural gas only)	<ul style="list-style-type: none"> <li>■ Minimum 4 year life.</li> </ul>	Affected square footage of floor area _____ X	\$0.03 per sq. ft.	= \$

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**GREENHOUSE INCENTIVE APPLICATION** *continued*

TECHNOLOGY	REQUIREMENTS	QUANTITY INSTALLED	INCENTIVE	SUBTOTAL
Triple Polycarbonate Glazing (natural gas only)	<ul style="list-style-type: none"> <li>■ Minimum 10 year life.</li> <li>■ Minimum 8mm thickness.</li> </ul>	Affected square footage of floor area _____ X	\$0.07 per sq. ft.	= \$
Thermal Curtain (natural gas only)	<ul style="list-style-type: none"> <li>■ Must have ≥50% energy savings rating.</li> <li>■ Curtain must be installed above plants. Thermal curtain applied to side walls may be eligible for a custom incentive only.</li> <li>■ Primary heat distribution must be located below the curtain.</li> <li>■ Curtains must be drawn to cover the greenhouse area at night when heating system is operating.</li> </ul>	Affected square footage of floor area _____ X	\$0.25 per sq. ft.	= \$
Under-Bench Heat Distribution System (natural gas only)	<ul style="list-style-type: none"> <li>■ Under-bench heating includes air duct, hydronic tube or steam pipe equipment mounted just under plants, on floor, or in floor.</li> <li>■ Incentive available for new construction or retrofit. Retrofit is defined as overhead heating moved to under bench.</li> </ul>	Affected square footage of floor area _____ X	\$0.20 per sq. ft.	= \$
<b>TOTAL INCENTIVE REQUESTED</b> Incentive not to exceed invoice cost.				<b>\$</b>

**Didn't find what you were looking for?** Custom incentives are available for complex or significant greenhouse projects. Incentives are based on estimated energy savings generated from custom energy analysis conducted or reviewed by Focus on Energy. Technologies to consider for custom incentives include:

- New greenhouse structures
- Projects with multiple energy saving measures
- Projects not listed that may lead to energy savings

See Custom Incentives section on the Program Information and Requirements page.

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**Questions:** Call 800.762.7077 then #2 for Business Programs

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## PROGRAM INFORMATION AND REQUIREMENTS

### INCENTIVE LIMIT

Cash incentives are limited to \$250,000 per project and \$500,000 per customer in a calendar year for all Focus on Energy incentives (prescriptive and custom). Any project with an expected incentive exceeding \$25,000 must receive written approval BEFORE project initiation or equipment purchase.

### PRESCRIPTIVE INCENTIVES

Cash incentives are available for a variety of technologies. Check the Focus on Energy Web site at [focusonenergy.com/incentives/business](http://focusonenergy.com/incentives/business) or call 800.762.7077, then press #2 for more information. Depending on your business tax classification, the IRS may require you to pay taxes on incentives totaling over \$600 per calendar year.

### CUSTOM INCENTIVES

If your project does not fit the descriptions on this prescriptive incentive application form, it may qualify for a custom incentive which requires approval prior to project initiation and ordering equipment or issuing purchase orders. Direct inquiries to 800.762.7077 then press #2 for Business Programs, or visit [focusonenergy.com](http://focusonenergy.com).

### TERMS & CONDITIONS

- Incentive Offer:** This application covers products purchased and installed/service performed between July 1, 2010 and December 31, 2010. Applications must be **submitted within 30 calendar days of project installation** and no later than December 31, 2010, unless an earlier date is specified by a Focus on Energy promotion. Please keep a copy for your records. Incomplete applications will be returned.
- Proof of Purchase:** This application must have complete information and be submitted with an invoice itemizing the product(s) and/or service(s) received. See the requirements section of this application for more details. Sample invoices are provided at [focusonenergy.com/sampleinvoice](http://focusonenergy.com/sampleinvoice).
- Compliance:**
  - All projects are expected to comply with federal, state and local codes.
  - All equipment must be new. Used or rebuilt equipment is not eligible for incentives. Existing equipment must be removed.
  - Equipment must meet specification requirements and be purchased and operating prior to submitting an incentive application form.
  - Only one incentive will be granted for each project. Incentives granted to contractors, distributors or other market providers cannot also be claimed by end-use customers.
- Payment:** Once completed paperwork is submitted, incentive payments are made within 8–10 weeks. Incomplete applications will be returned.
- Publicity:** Focus on Energy reserves the right to publicize your participation in this program, unless you specifically request otherwise in writing. Requests should be emailed to [bpforms@focusonenergy.com](mailto:bpforms@focusonenergy.com).
- Program Discretion:** Incentives are available on a first-come, first-served basis. This offer is subject to change or termination without notice at the discretion of the Focus on Energy Program. Some Focus participating electric and/or natural gas providers have incentive programs outside of Focus on Energy. Customers of these providers might not qualify for incentives from both programs. These customers should check with their electric and/or natural gas provider to verify eligibility for dual incentives in order to comply with program rules.
- Focus Logo:** Customers or market providers may not use the Focus on Energy name or logo in any marketing, advertising or promotional materials without prior written permission.
- Disclaimers:** Focus on Energy
  - Does not endorse any particular market provider, manufacturer, product, labor or system design by offering this program;
  - Will not be responsible for any tax liability imposed on the customer as a result of the payment of incentives;
  - Does not expressly or implicitly warrant the performance of installed equipment or contractor's quality of work (contact your contractor for detailed warranties);
  - Is not responsible for the proper disposal/recycling of any waste generated as a result of this project; and
  - Is not liable for any damage caused by the installation of the equipment or for any damage caused by the malfunction of the installed equipment.
- Monitoring and Verification:** Focus on Energy evaluates program efficacy by monitoring energy use/production prior to and after installation of your energy efficiency or renewable energy project. Program staff may conduct this monitoring or perform an inspection of the facility to survey the installed projects. Your signature on this application provides Focus on Energy approval to obtain energy data directly from your electric and/or natural gas provider(s). Any customer receiving an incentive check may be contacted by an evaluator to verify service/equipment installation or be asked to complete a customer survey.

### UTILITY ELIGIBILITY

Incentives for specific technologies are offered by Focus on Energy to business customers including commercial, industrial, state, federal and local governments, agricultural, and schools/institutions with locations in Wisconsin. Customers who are served by a participating electric provider but not a participating natural gas provider will only qualify for incentives for electric technologies. Customers who are served by a participating natural gas provider but not a participating electric provider will only qualify for incentives for natural gas technologies. Customers who have both a qualifying electric provider and a qualifying natural gas provider would qualify for incentives on both electric and natural gas technologies. Customers who use propane or other non-qualifying fuels will not qualify for incentives for any gas technologies.

### MARKET PROVIDER INFORMATION

A market provider represents the company who provided/installed the equipment for your project or performed the service for which you are seeking an incentive. The FEIN and Business Classification of the market provider is required **IF** you received your incentive as a credit on your invoice, whereby the incentive is owed to the market provider. In this scenario, the credit must be clearly labeled as the Focus on Energy incentive and deducted from the amount due.

If your project was completed by more than one market provider (example, equipment was purchased from one market provider but installed by another market provider) and the incentive is being paid to you the customer, please enter the information of the market provider who installed your equipment in Section 4: Market Provider Information. If the equipment was self-installed, please enter the information of the market provider from whom you purchased the equipment.

Focus on Energy works with eligible Wisconsin residents and businesses to install cost effective energy efficiency and renewable energy projects. Focus information, resources and financial incentives help to implement projects that otherwise would not get completed, or to complete projects sooner than scheduled. Its efforts help Wisconsin residents and businesses manage rising energy costs, promote in-state economic development, protect our environment and control the state's growing demand for electricity and natural gas.

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