



## Whole House and Facility Sealing and Insulation Terms & Conditions

### Application Process

- **STEP 1: Register** as a participating contractor or customer self-installer by attending an LES orientation. Required orientation sessions will be held in December, 2017 and on a monthly basis throughout the year as needed. Check [LES.com/savings-energy/sep](http://LES.com/savings-energy/sep) for more information.
- **STEP 2:** Before beginning the project, submit an online **Pre-authorization Form** including an uploaded quote or customer acknowledgment form signed by the customer to reserve funds. LES will notify you regarding the availability of funds and, if funds are available, will provide you with a pre-authorization number.
- **STEP 3: Within 60 days (90 days for commercial) following pre-authorization**, complete the project and submit a **Reimbursement Form** and a copy of the sales receipt **CLEARLY indicating the incentive amount provided to the customer on their final invoice**, purchase date and itemized cost, materials and service rendered.
- Please allow two to four weeks to receive reimbursement. Submitting forms with incomplete information will delay payment processing.

### Limits and Exclusions

- Program applies to existing homes or existing facilities.
- This program does not include an incentive for insulating basement concrete walls, garage walls or garage attics.
- The building must be an occupied conditioned space.
- Only homes or facilities with no existing wall insulation **OR** R-19 or less attic insulation qualify for incentives.
- Insulation and sealing project must result in a minimum R-13 wall insulation and R-49 attic insulation or maximum allowed by building configuration if these values can't be met.
- If the current attic insulation is at least R-38, there is no need to upgrade the attic insulation.

### General Terms and Conditions

- Contractor reimbursement for issuing a customer incentive only applies to products purchased and services rendered on or after January 1, 2018.
- Equipment/materials must be purchased and permanently installed **BEFORE** reimbursement is issued to contractor or customer self-installer.
- LES reserves the right to verify sales transactions and inspect all projects prior to and after installation.
- Product(s) must be installed and services rendered at the customer's existing property in LES' service territory.
- Reimbursement will only be made for customers with LES account balances that are not past due.
- Reimbursement may not exceed 50% of the final purchase price. Final purchase price includes all reimbursements, rebates, incentives, gift certificates and any contractor-based savings.
- Falsifying information will result in a claim by LES for the return of reimbursement.
- LES is not responsible for any tax imposed resulting from reimbursement.

## **General Terms and Conditions (continued)**

- LES does not endorse or warrant any contractors, manufacturers, products or system designs in promoting this program.
- Equivalent products must be preapproved by LES before incentive payment will be made.
- The customer/contractor agrees that each measure complies with all federal, state and local safety, building and environmental codes. All products must be UL-listed and installed per manufacturers' instructions.
- The customer/contractor is responsible for the proper disposal and/or recycling of any waste generated as a result of this program.
- LES reserves the right to publicize customer participation in this program unless otherwise notified in writing.
- LES does not guarantee products or energy savings.
- Sustainable Energy Programs are subject to change without notice.
- LES is making this program available for the benefit of its customers and the program is in no way intended to create a property right or interest in any participating contractor, seller or other third-party.
- All authorizations under the program are based upon compliance with Program Guidelines within the sole discretion of LES.