

2023 Retrocommissioning Program

Colorado: Commercial and Industrial Electric Customers

Black Hills Energy is encouraging commercial and industrial facilities to optimize building energy systems and facility operations. Rebates are available for retrocommissioning studies to have an energy advisor assess building energy systems and facility operations and recommend improvements. The study must be pre-approved.

If the project does not fit the Retrocommissioning Program criteria, you still may be eligible for a rebate under our Prescriptive Program or Custom Program. Additional information can be found at www.energy-ready.com

Rebate Checklist

Determine your eligibility and receive your rebate check faster by checking off these easy steps before submitting your application. Incomplete applications may delay payment.

- Submit completed application for pre-approval prior to the assessment is performed (mandatory)**
- Start your project after receiving a pre-approval letter
- The Energy Advisor performs the assessment and provides recommended improvements
- Attach assessment report
- Attach copy of pre-approval letter
- Make and retain copies of all documents
- Submit documentation by email or mail

Pre-approval Checklist

Get your project pre-approved faster by checking off these easy steps. A customer who proceeds without pre-approval or submits an application after the project has been completed may not be eligible for consideration of a rebate.

- Completely fill out application (mandatory)**
- Identify the qualified Energy Advisor
- Estimate assessment costs
- Sign and date the Customer Agreement
- Make and retain copies for your records
- Submit documentation by email or mail

Customer Information

(To be completed by customer)

Account Number

(Located in upper right-hand corner of Black Hills Energy electric bill)

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Please check if you are a:

Owner Lessee Developer

Other _____

Business/Organization

Name _____
(Please print)

Contact Person _____

Title _____

Telephone _____ Best time to call _____

Email _____

Address _____

City _____ State _____ ZIP _____

Payee Information

(If different than account information above)

Company Name _____
(Please print)

Contact Person _____

Title _____

Telephone _____ Best time to call _____

Email _____

Address _____

City _____ State _____ ZIP _____

Retrocommissioning Rebate		
Building Size	Description	Rebate
Building Tune-Up (5,000 up to 50,000 sq. ft.)	An energy advisor conducts a targeted assessment and recommends improvements.	Up to 75% of the cost of the study, not exceeding \$1,000
Retrocommissioning (≥50,000 sq. ft.)	An energy advisor conducts a comprehensive study and recommends improvements.	Up to 75% of the cost of the study, not exceeding \$15,000

Facility Information		
Estimated Cost:	Facility Square Footage:	Year Built:
<input type="checkbox"/> Own <input type="checkbox"/> Rent	Building Type: <input type="checkbox"/> Office <input type="checkbox"/> Retail <input type="checkbox"/> Health Care <input type="checkbox"/> Restaurant	<input type="checkbox"/> Education <input type="checkbox"/> Lodging <input type="checkbox"/> Grocery <input type="checkbox"/> Other _____
Cooling Equipment:	Heating Fuel: <input type="checkbox"/> Natural Gas <input type="checkbox"/> Electric <input type="checkbox"/> Other _____	Water Heating Fuel: <input type="checkbox"/> Natural Gas <input type="checkbox"/> Electric <input type="checkbox"/> Other _____

Energy Advisor A list of qualified Energy Advisors is available at www.energy-ready.com

Company Name _____
 Contact Person _____
 Title _____
 Company Address _____
 City _____ State _____ ZIP _____
 Telephone _____
 Email _____

Customer Agreement I certify that I have read and agree to the Terms and Conditions of the Black Hills Energy Retrocommissioning Customer Signature _____

Date _____

Where did you learn about our rebates?

Bill insert Billboard Door Hanger Email Event
 Facebook Flyer Newspaper Article Print Ad Radio
 TV Twitter Website Youtube
 Other (please specify) _____

Terms and Conditions

1. Participant must be a Black Hills Energy commercial or industrial electric customer located in Colorado.
2. **All projects must be pre-approved before an assessment is performed.**
3. The assessment report must be attached to this rebate application. The report should include the results of the assessment, recommended improvements, and identification of Black Hills Energy incentives available for the recommended improvements.
4. A final, itemized invoice must be attached to this rebate application.
5. **Retrocommissioning assessments must be completed between January 1, 2023 and December 31, 2023. Applications must be received by January 31, 2024.**
6. Black Hills Energy reserves the right to adjust the rebate amount based on final project costs as indicated on customer provided invoices.
7. New equipment must be installed on the premises and must not be purchased for resale. Used/refurbished/repared/rebuilt equipment does not qualify for this rebate.
8. This program is subject to regulatory rules and orders. Black Hills Energy reserves the right to change or end any portion of this program without notice.
9. Black Hills Energy reserves the right to inspect and verify any equipment before or after the proposed project installation.

Post Installation Verification

An itemized invoice indicating date of assessment, energy advisor name, and study cost must be provided. Black Hills Energy reserves the right to verify receipts, canceled checks, and installations.

Tax Information

Rebates may be subject to federal and/or state income tax reporting. Applicant is responsible for contacting a qualified tax advisor to determine tax liability. Black Hills Energy is not responsible for any tax consequences of the rebate program.

Additional Information

Funding for these rebates is limited. Applications will be processed on a first-come, first-serve basis. Additional information and assistance can be obtained by calling 800-426-5784 or visiting www.energy-ready.com

Disclaimer

Black Hills Energy does not guarantee that installation of equipment qualifying for rebates will result in reduced energy usage or demand, or in cost savings. The Customer will hold harmless Black Hills Energy and its officers, directors, shareholders, agents, employees, and representatives from all claims, liabilities, fines, interest, costs, expenses, and damages incurred by the Customer, for any damage, injury, death, loss or destruction of any kind to persons or property, to the extent the damage, injury, death, loss or destruction arises out of or is related to the conduct, negligence, willful misconduct, misrepresentation, breach of warranty or other breach of this rebate form on the part of Black Hills Energy.

Mail or email completed application to:

Black Hills Energy
c/o Energy Efficiency Programs
5301 Limestone Road, Suite 222
Wilmington, DE 19808
Email: BlackHillsRebates@appliedenergygroup.com

ADDITIONAL INFORMATION

For more information or to download additional applications visit www.Energy-Ready.com or call our toll-free help line at **800-426-5784**.