

Wahkiakum PUD is helping its customers reduce their monthly electric bills and make their workplace more comfortable through its lighting program. Under the **Non-Residential Lighting Rebate Program** Wahkiakum PUD may be able to pay a portion of the cost to retrofit existing lighting in Wahkiakum County. Refer to Program Guidelines for a full description of qualifying requirements.



### PROGRAM GUIDELINES

#### Customer eligibility:

- **Pre-approval is required for all utility rebate programs prior to installation** and expires sixty (60) days after approval – projects that require longer than sixty days to complete must obtain special approval from Wahkiakum PUD.
- Must be a current commercial, industrial or agricultural electric customer of Wahkiakum PUD.
- Customer must participate in onsite inspection(s) and documentation requirements as required by utility to verify eligibility and installation of materials/equipment.
- Funds for this program are limited. This program is offered on a first-come, first-served basis and is effective until funding is expended or the program ends. Wahkiakum PUD reserves the right to deny an application, modify or discontinue this program without prior notice at the PUD's sole discretion and reserves the right to determine eligibility and the right to verify equipment and materials installed. Incomplete projects may not qualify for rebates.

#### Building characteristics of the conditioned space:

- Must have a minimum of one year of active, electric services (new construction is not eligible).
- The existing space must be used primarily for non-residential purposes.

#### Qualifying contractor and equipment selection:

- Customer may opt to self-install or select a contractor licensed, insured and bonded to work in Washington State; visit [WA State Department of Labor & Industries](http://www.wa.gov/industry) or contact Wahkiakum PUD to confirm contractor eligibility.
- Customer must capture project data in the current lighting calculator and submit it to Wahkiakum PUD for review and approval; the lighting calculator tool will capture project data reports, projected energy savings, reimbursement levels and eligible equipment specifications. The lighting calculator can be found at [www.wahkiakumpud.org/lighting-rebate-program](http://www.wahkiakumpud.org/lighting-rebate-program).
- All retrofit lighting projects must achieve at least 25% kWh reduction as determined by the lighting calculator; the minimum rebate payment must be \$5.00 per measure and the minimum fully adjusted savings as determined by the lighting calculator must be at least 10% per measure.
- Customer is responsible for checking with and fulfilling any state, county, city government and/or homeowner's association codes, ordinances, local conditions, restrictions, rules and regulations and obtaining any required building permits when installing measures.

**To learn more, contact Wahkiakum PUD at  
360-795-3266 or 360-465-2171 or visit [www.wahkiakumpud.org](http://www.wahkiakumpud.org)**

## REBATE RATES

Project energy savings, reimbursement levels and equipment specifications are found within the lighting calculator spreadsheets and the spreadsheets capture the completed information during the invoicing process. Incentive rates vary. Rebate amount cannot exceed the total cost of the project. Please allow 6-8 weeks for processing of utility rebate.

## DOCUMENTATION REQUIREMENTS

### Prior to Installation

- \_\_\_ Determine if you are opting to self-install or select a qualifying contractor; visit [WA State Department of Labor & Industries](#) or contact Wahkiakum PUD to confirm contractor eligibility
- \_\_\_ Select qualified equipment and obtain estimated cost of project
- \_\_\_ Obtain necessary permits:
  - To determine if retrofit project requires a county building permit contact Wahkiakum County Building and Planning directly at 360-795-3067 or apply online at [Wahkiakum County Building and Planning](#)
  - To determine if retrofit project requires an state permit contact Washington State Labor & Industries directly at 360-575-6923 or apply online at [WA State L&I](#)
- \_\_\_ Return the following to Wahkiakum PUD:
  - Completed Lighting Rebate Pre-qualification Request Form
  - Spec Sheets for selected lighting
- \_\_\_ Capture project data in the lighting calculator and submit it to Wahkiakum PUD for approval (Wahkiakum PUD staff can assist you in this step)
- \_\_\_ Participate in onsite pre-inspection(s) as required by utility to verify eligibility

### After Installation

The following final steps for this rebate must be completed within 14 days of completion of installation of energy efficiency measure:

- \_\_\_ Notify Wahkiakum PUD (and county and/or state inspectors, if applicable) when project is complete to schedule a post-inspection(s)
- \_\_\_ Provide Wahkiakum PUD the following documentation:
  - \_\_\_ Verification of approved building and/or electrical post-inspections (if applicable)
  - \_\_\_ A copy of the project invoice(s) documenting site address and total project cost including costs incurred from equipment, labor, permits and disposal fees

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# Wahkiakum PUD Lighting REBATE PRE-QUALIFICATION REQUEST FORM

**PRE-QUALIFICATION REQUEST:** To receive pre-qualification approval, **complete this form and return form to Wahkiakum PUD (fax to 360-795-8441) PRIOR to installation.** Pre-approval is required and expires sixty (60) days after approval. Upon completion of installation, a copy of the purchase receipt or invoice must be promptly submitted to Wahkiakum PUD within 14 days of completion to qualify for rebate.

Name of business		Est. install date	
Physical address		PUD account #	
Mailing address		Year building built	
Name of business owner		Phone	
Secondary contact		Phone	
Please describe nature of business (i.e. what services/goods are provided, grown or manufactured in this space):			
<b>Baseline Eligibility Checklist:</b> 1. Is this a newly constructed facility or newly constructed exterior area with new lighting fixtures? <input type="checkbox"/> Yes <input type="checkbox"/> No 2. Is this a newly constructed addition to an existing facility that adds usable floor area? <input type="checkbox"/> Yes <input type="checkbox"/> No 3. Is the project a major renovation requiring a whole building permit? <input type="checkbox"/> Yes <input type="checkbox"/> No 4. Is there a change in occupancy type (i.e. office to food service, warehouse to office etc.)? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Estimated cost of project (before rebate):		Building square footage:	
Please briefly describe your retrofit lighting project			
Please select one: <input type="checkbox"/> Project will be a self-install <input type="checkbox"/> Project will be installed by a contractor			
If applicable, Contractor name: _____ Phone: _____			
Contractor license, registration or WA UBI number: _____			
Have you applied for county and/or state building permits	<input type="checkbox"/> Yes* <input type="checkbox"/> No, but I will <input type="checkbox"/> Not required for project *If yes, what permits were obtained: _____		
What is your current heat source (list all that apply):			
<b>BUSINESS OWNER and INSTALLER SIGNATURE and DISCLAIMER</b>			
<small>By signing this form, I confirm that the above information is correct to the best of my knowledge. Customer is responsible for adhering to Program Guidelines. Wahkiakum PUD hereby disclaims any and all implied warranties (including but not limited to implied warranties of merchantability or fitness for a particular purpose) and shall not be responsible for any representation or promise with respect to the equipment, materials or labor required for the installation of energy efficiency measures on the premises, or the cost of such equipment, materials and labor. By signing this form, I understand that Wahkiakum PUD will make the final determination of any incentive that I may receive. Programs are subject to change without notice.</small>			
Account holder signature:		Date:	
<b>Optional Release:</b> By owner signing below I release my utility rebate to be paid directly to the installation contractor.			

**To obtain pre-approval, submit form to Wahkiakum PUD:**  
 By mail: PO Box 248, Cathlamet WA 98612  
 In person: 45 River Street, Cathlamet WA 98612  
 By fax: 360-795-8441

**Questions? Contact Wahkiakum PUD:**  
 Phone: (360) 795-3266 or (360) 465-2171  
 Visit us on the web at [www.wahkiakumpud.org](http://www.wahkiakumpud.org)