



BOILER TUNE-UPS

For school and government customers

Keep your facility's space heating equipment running at its highest efficiency by performing regular maintenance and tune-ups. Stay up to date on preventative maintenance such as:

- Cleaning burner units, combustions chamber and boiler tubes
- Sealing/resealing the combustion chamber
- Recalibrating the boiler and checking the combustion air-to-fuel ratio

Get your boiler tuned up today and start enjoying the improved comfort and control of your facility this heating season.

Enrollment process

1. Confirm natural gas utility participates in FOCUS ON ENERGY® at focusonenergy.com/utilities.
2. Choose a registered Trade Ally to perform the boiler tune-up by visiting focusonenergy.com/trade-ally/find.
3. Complete a separate 2021 Boiler Tune-Up Application for each unique job site, including service date of each boiler tune-up.
4. Submit the completed application with a copy of an itemized invoice(s) or service contract and combustion efficiency report.
5. The application will be reviewed and the incentive payment will be issued upon approval.

REDUCING ENERGY WASTE ACROSS WISCONSIN

Focus on Energy, Wisconsin utilities' statewide program for energy efficiency and renewable energy, helps eligible residents and businesses save energy and money while protecting the environment. Focus on Energy information, resources and financial incentives help to implement energy efficiency and renewable energy projects that otherwise would not be completed.

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focus on energy®

Partnering with Wisconsin utilities

BOILER TUNE-UP APPLICATION

FOR PROJECTS COMPLETED BY 12/31/2021

PLEASE COMPLETE ALL SECTIONS. INCOMPLETE APPLICATIONS CANNOT BE PROCESSED AND WILL DELAY PAYMENT OF INCENTIVES. APPLICATIONS MUST BE SUBMITTED WITHIN 60 DAYS OF SERVICE DATE, NO LATER THAN JANUARY 31, 2022. FOR ADDITIONAL COPIES OF THIS FORM, VISIT FOCUSONENERGY.COM/APPLICATIONS.

SECTION 1

ACCOUNT AND CUSTOMER INFORMATION

TAX IDENTIFICATION NUMBER (Check one. If you use a Social Security Number as your tax identification number, leave blank. You will be contacted by a program representative via email to provide a copy of your W-9. You must list an email address in Section 3.)

FEIN or SSN _____
FEIN

BUSINESS CLASSIFICATION OF CUSTOMER

(Check one. Required for all businesses, including non-profits.)

- Sole Proprietorship Individual Single-Member LLC
 C Corporation S Corporation Partnership
 Limited Liability Company - C Corp Limited Liability Company - S Corp
 Limited Liability Company - Partnership
 Other _____

OWNER NAME (REQUIRED IF SSN IS USED AS TAX IDENTIFICATION NUMBER)

COMPANY NAME

LEGAL ADDRESS (AS SHOWN ON COMPANY W-9)

CITY STATE ZIP

WHO DID YOU WORK WITH FROM FOCUS ON ENERGY ON THIS PROJECT? (CONTACT NAME)

How did you hear about us? (Check one.)

- Community Association/Agency Distributor/Supplier
 Focus Direct Mail/Postcard Focus Email Focus Event
 Focus Staff/Energy Advisor Focus Website Internet Search
 Manufacturer National Rebate Administrator Newspaper
 Past Participation Radio Social Media
 Trade Ally/Contractor Trade Show/Fair TV
 Utility Bill Insert/Direct Mail
 Utility Contact Utility Email Utility Website
 Word of Mouth - Referral Other: _____

SECTION 2

JOB SITE INFORMATION

(Refer to your utility bills for account numbers below.)

JOB SITE BUSINESS NAME

ELECTRIC UTILITY AT JOB SITE ELECTRIC ACCOUNT #

GAS UTILITY AT JOB SITE GAS ACCOUNT #

- Job Site Address is same as Legal Address
 Job Site Address is different (complete below)

JOB SITE ADDRESS

CITY STATE ZIP



SECTION 3

CUSTOMER CONTACT INFORMATION

JOB SITE CUSTOMER CONTACT NAME

PRIMARY PHONE # E-MAIL ADDRESS

I opt in to receive program updates via text message.

Preferred method of contact: Call E-mail Text

If Focus on Energy has a question about this application, we should contact:

Customer Trade Ally Other _____

SECTION 4

TRADE ALLY INFORMATION



TRADE ALLY CONTACT NAME

PRIMARY PHONE # E-MAIL ADDRESS

TRADE ALLY COMPANY NAME

ADDRESS

CITY STATE ZIP

SECTION 5

BUSINESS PAYMENT INFORMATION

Make incentive check payable to:

Customer Trade Ally (complete item A) Other Payee (complete item B)

Mail check to: Customer Address Job Site Address

Trade Ally Address Alternate Address or Other Payee (complete below)

COMPANY NAME

ADDRESS

CITY STATE ZIP

ATTENTION TO (OPTIONAL)

A. For Trade Payee

To receive payment, a Trade Ally must be registered with a current W-9 on file. Provide the Trade Ally's Tax Identification Number. If you use a social security number as the company tax ID, do not provide it here.

FEIN

B. For Other Payee

1. Individual Contact Information:

NAME EMAIL ADDRESS

2. Specify relationship to utility account holder (this is required if check is payable to someone other than the Customer or Trade Ally):

Tenant Building Owner Other (specify) _____

3. Select your business classification. (Check one. Required for all businesses, including non-profits.)

- Sole Proprietorship Individual Single-Member LLC C Corporation
 S Corporation Partnership LLC - C Corp LLC - S Corp
 Limited - Partnership Other _____

4. A representative of Focus on Energy will reach out to you via email with a method to securely provide a copy of your W-9. This is required to receive payment. Provide the email address (if different than the one provided above):

SECTION 6**BUSINESS PROPERTY TYPE**

Select one (1) property type that best describes your business:

- Education
- Government

SECTION 7**INCENTIVE PRODUCT INFORMATION**

Requirements:

- The Trade Ally must perform a combustion efficiency test after the tune-up and complete the checklist below for each boiler.
- If multiple boilers are serviced on the same site, list the number of boilers and total MBh. A separate application is required for each unique job site.
- Submit copies of the combustion efficiency report which clearly show the after efficiency with the application.
- Incentive = \$0.05/MBh.
- Incentives are capped at 100% of tune-up cost.
- Incentive Product Information Sheet at focusonenergy.com/applications if additional lines are needed.

CHECKLIST BOILER NAME/ IDENTIFICATION	CLEAN BURNER UNITS & NOZZLES	CLEAN COMBUSTION CHAMBER	CLEAN BOILER TUBES	SEAL/RESEAL COMBUSTION CHAMBER	RECALIBRATE BOILER CONTROLS	COMBUSTION AIR INTAKE	COMBUSTION EFFICIENCY REPORT
<i>Boiler #1</i>	✓	✓	✓	✓	✓	✓	✓

INCENTIVE CODE	SITE/EQUIPMENT #	MBh (A)	INCENTIVE (B)	REQUESTED INCENTIVE (A X B)
4419	<i>(Example) Boiler 1 and Boiler 2</i>	<i>2 X 500 MBh = 1000 MBh</i>	\$ 0.05	\$ 50.00
4419			\$ 0.05	\$
4419			\$ 0.05	\$
4419			\$ 0.05	\$
4419			\$ 0.05	\$

Itemized Invoice(s) Attached: Yes <input type="radio"/>		Service Date: / /	INCENTIVE TOTAL: \$
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SECTION 8**CUSTOMER SIGNATURE**

I, the undersigned Customer, agree the stated energy-efficiency measure(s) was (were) installed at the job site address listed above as part of the FOCUS ON ENERGY® Program. I have read and agreed to the provisions set forth herein and to the Terms and Conditions posted at focusonenergy.com/terms. I understand Focus on Energy may revise these Terms and Conditions at any time, and I will not be notified in the event changes are made. To the best of my knowledge, the statements made on this application are complete, true and correct, and I have submitted the appropriate supporting documentation to receive an incentive.

If the Customer is identified as the Payee in Section 5, the following certifications are required for this form to substitute for the Internal Revenue Service (IRS) form W-9. Under penalty of perjury, I certify that:

- The number shown on this form is the correct taxpayer identification number.
- 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 failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding.
- I am a U.S. person.

The IRS does not require my consent to any provision of this document other than the certifications required to avoid backup withholding.

CUSTOMER SIGNATURE

NAME (PRINT)

DATE

**SIGN
HERE**
←

**Submit applications to:**

MAIL: Focus on Energy
725 W. Park Avenue
Chippewa Falls, WI 54729

E-MAIL: business@focusonenergy.com

*Incentive may be adjusted based on project caps. See measure requirements and Terms and Conditions for more information.

PARTICIPATION REQUIREMENTS

NEED HELP? Call 888.623.2146

Use the eligibility requirements below to see if your business qualifies for program incentives. You can also visit [focusonenergy.com](https://www.focusonenergy.com) to find savings opportunities specific to your business.

CUSTOMER ELIGIBILITY

All non-residential customers (agriculture, commercial, government, industrial, multifamily, and schools) located in a participating utility territory are eligible to receive Focus on Energy incentives. To see if your utility participates, go to [focusonenergy.com/participating-utilities](https://www.focusonenergy.com/participating-utilities). Typical facility types include:

- School facilities (e.g., public and private k-12, technical colleges, colleges, universities)
- Commercial facilities (e.g., banks, hotels, offices, convenience stores/gas stations, manufacturing, breweries, restaurants)
- Healthcare facilities (e.g., nursing homes/skilled nursing, Community-Based Residential Facilities (CBRF), hospitals)
- Multifamily residential properties with four or more dwelling units under one roof (e.g., apartment / condominium buildings, student housing). Common areas of multifamily buildings such as hallways, exercise rooms, or laundry rooms, along with central HVAC systems are eligible for business incentives included in this catalog. For in-unit efficiency incentives and offerings, refer to [focusonenergy.com/residential](https://www.focusonenergy.com/residential).

NEW CONSTRUCTION & MAJOR RENOVATIONS

Qualifying projects are new, stand-alone commercial, industrial and multifamily residential facilities, additions to existing facilities, and major renovations due to a change in the use of space (e.g., a warehouse to office).

Available incentives include Whole Building Design incentives and prescriptive incentives included in this catalog. Reach out to an Energy Advisor from Focus on Energy to help identify what is best for your project.

CUSTOM INCENTIVES

Does your project not fit in one of our prescriptive offers? Custom project incentives are calculated on a case-by-case basis for non-standard technologies and are based on estimated first-year energy savings. Whether you operate a large industrial facility, a chain store or franchise, an office, school or municipal building, a farm, or anything in between, we can show you how to be more energy efficient – and how to save on the cost of making improvements.

Before purchasing equipment or proceeding with upgrades, you must contact an Energy Advisor from Focus on Energy. Your Energy Advisor will help you determine if your project qualifies for a Focus on Energy custom incentive and will help you obtain necessary pre-approval. Refer to the green 'Custom Project Idea' boxes throughout the catalog for ideas.

To get started with your custom project, download and complete the Custom Incentive Guide at [focusonenergy.com/custom](https://www.focusonenergy.com/custom).

INFORMATION AND REQUIREMENTS

Before you start your project, make sure you are familiar with participation requirements, program information and Terms and Conditions.

General Terms and Conditions

Review the Focus on Energy Terms and Conditions at [focusonenergy.com/terms](https://www.focusonenergy.com/terms) or call 800.762.7077 to request a copy.

Incentive Limits

Incentives are limited to \$300,000 per project and \$400,000 per customer per calendar year for all Focus on Energy incentives (prescriptive and custom).

Depending on the business tax classification of the payee, the entity receiving the incentive payment may receive IRS form 1099 for incentives totaling over \$600 in a calendar year.

Trade Ally Information

A Trade Ally represents the company who provided/installed the equipment for a project or performed the service for which a Customer is seeking an incentive. Trade Allies who have signed an agreement with Focus on Energy are allowed to enjoy certain program benefits, one of which is to receive direct payment of incentives at the Trade Ally's request. Incentives can only be paid directly to a registered Trade Ally who has a W-9 on file with Focus on Energy. For more information on becoming a registered Trade Ally, visit [focusonenergy.com/tradeally](https://www.focusonenergy.com/tradeally).

New Construction & Major Renovations measures and incentives will appear in a **grey table**, while Equipment Upgrades & Retrofits measures and incentives will appear in a **blue table**. If a measure does not have a grey table, New Construction & Major Renovations incentives are not offered for that measure.

New Construction multifamily common areas or central system installations should refer to [focusonenergy.com/catalogs](https://www.focusonenergy.com/catalogs) for incentives.

The Federal Employer Identification Number (FEIN) and Business Classification of the Trade Ally is required IF the incentive is paid directly to the Trade Ally. In this scenario, the credit must be clearly labeled as the Focus on Energy incentive and deducted from the amount due on the Customer's invoice.

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

Assignment of Incentives to Other Payee

The Customer for the project site listed on the application may assign their right to participate and receive incentives to Other Payee. The Customer must sign Section 8 and identify the Other Payee in Section 5.



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