



BOILER TUNE-UPS

2019

For Agriculture, Schools and Government Customers

Keep your facility's 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 Tune-Up today and start enjoying the improved comfort and control of your facility this heating season.

ENROLLMENT PROCESS

STEP 1

BEFORE YOU APPLY:

Verify customer eligibility:

- Confirm natural gas utility participates in Focus on Energy at focusonenergy.com/utilities.

You will need the following information:

- Utility Account Numbers
- Tax ID Number
- Review the Participation Requirements.
- Review the Terms and Conditions at focusonenergy.com/terms.
- Need help? Call us at 800.762.7077 or contact your Energy Advisor (focusonenergy.com/ea-map).

STEP 2

WHAT YOU'LL NEED:

- Invoice showing **proof of service MUST include:**
 - Trade Ally Contractor name, address and phone number
 - Job site address
 - Incentives are capped at 100% of cost
- Copy of combustion efficiency tests for before and after the boiler tune-up.

STEP 3

COMPLETE THIS APPLICATION:

- All fields on application are required. If not complete, then application(s) cannot be processed.
- Include service date of boiler tune-up.
- Complete a separate application for each unique job site.
- Sign and date SECTION 8.
- Attach itemized invoice(s).
- Make a copy of the application and supporting documents for your records.

STEP 4

SUBMIT YOUR APPLICATION:

Mail, fax or email your application and all supporting documentation. **Applications must be submitted within 60 calendar days of completed project installation**, unless otherwise noted. Please retain a copy of the application for your records.

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

FAX: 608.663.0267

E-MAIL: AgSGapps@focusonenergy.com



focus on energy®

Partnering with Wisconsin utilities

SECTION 1

ACCOUNT AND CUSTOMER INFORMATION

TAX IDENTIFICATION NUMBER (Check one.)

☐ FEIN **or** ☐ SSN _____
FEIN OR SOCIAL SECURITY NUMBER

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 Corporation Classification C, S, P _____
 (C = C corporation, S = S corporation, P = 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 _____

How did you hear about us? (Check all that apply.)

- ☐ Utility ☐ Trade Ally ☐ Energy Advisor ☐ Internet ☐ E-mail
☐ Trade Show/Event ☐ Direct Mail ☐ Other: _____

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

SECTION 2

JOB SITE INFORMATION

(Please refer to your utility bills for account numbers below.)

Application required for each site address and utility number.)

JOB SITE BUSINESS NAME _____

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 _____

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 _____

2019 BOILER TUNE-UP APPLICATION

PLEASE COMPLETE ALL SECTIONS. INCOMPLETE APPLICATIONS CANNOT BE PROCESSED AND WILL DELAY PAYMENT OF INCENTIVES. APPLICATIONS MUST BE SUBMITTED WITHIN 60 DAYS OF SERVICE. FOR AN ELECTRONIC COPY OF THIS FORM VISIT FOCUSONENERGY.COM/APPLICATIONS.

FOR TUNE-UPS COMPLETED BETWEEN
JANUARY 1, 2019 - DECEMBER 31, 2019

SECTION 5

BUSINESS PAYMENT INFORMATION

Make incentive check payable to:

- ☐ Customer ☐ Trade Ally ☐ Other Payee

For Third Party, please specify relationship to utility account holder:

- ☐ Tenant ☐ Building Owner ☐ Other (specify) _____

If a Trade Ally or Third Party is receiving the incentive payment, please provide the Tax Identification Number. To receive payment, a Trade Ally must be registered. Please note: Payee understands that they are responsible for any associated tax consequences.

TAX IDENTIFICATION NUMBER (Check one.)

☐ FEIN **or** ☐ SSN _____
FEIN OR SOCIAL SECURITY NUMBER

BUSINESS CLASSIFICATION OF OTHER PAYEE

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

- ☐ Sole Proprietorship ☐ Individual ☐ Single-Member LLC
☐ C Corporation ☐ S Corporation ☐ Partnership
☐ Limited Liability Corporation Classification C, S, P _____
 (C = C corporation, S = S corporation, P = partnership)
☐ Other _____

Mail check to:

- ☐ Customer Address ☐ Job Site Address ☐ Trade Ally Address
☐ Other Payee or Alternate Address (complete below.)

COMPANY NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

ATTENTION TO (OPTIONAL) _____



focus on energy®

Partnering with Wisconsin utilities

SECTION 6

ELIGIBILITY

Must be an Agriculture, Schools and Government customer.

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

- ☐ Agriculture Producer (type):
- ☐ Dairy
 - ☐ Livestock
 - ☐ Greenhouses
 - ☐ Crop Farming
 - ☐ Other: _____
- ☐ Education
- ☐ College/University
 - ☐ Preschool/Day Care
 - ☐ Private K-12
 - ☐ Public K-12
 - ☐ Technical College
- ☐ Government
- ☐ Federal/State
 - ☐ Municipal/County
 - ☐ Native American
 - ☐ Water / Wastewater

SECTION 7

REQUIREMENTS

- The Trade Ally must perform before and after combustion efficiency tests and complete the checklist below for each boiler tune-up. 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 reports which clearly show the before and after efficiencies with the application.
- Incentive = \$0.07/MBh.

CHECKLIST	CLEAN BURNER UNITS & NOZZLES	CLEAN COMBUSTION CHAMBER	CLEAN BOILER TUBES	SEAL/RESEAL COMBUSTION CHAMBER	RECALIBRATE BOILER CONTROLS	COMBUSTION AIR INTAKE
Example	✓	✓	✓	✓	✓	✓

INCENTIVE CODE	SITE/EQUIPMENT #	MBh (A)	INCENTIVE (B)	TOTAL INCENTIVE (A X B)
4419	(Example) Boiler 1 and Boiler 2	2 X 500 MBh = 1000 MBh	\$ 0.07	\$ 70.00
			\$	\$
			\$	\$

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

SECTION 8

CUSTOMER SIGNATURE

Certification: The following certifications are required in order for this form to substitute for the 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 a 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. citizen (includes a U.S. resident alien).

I agree that the stated energy-efficient measure(s) was (were) installed at the job site address listed above as part of the Focus on Energy Program. I have read and agree to the provisions set forth herein and to the Terms and Conditions posted at focusonenergy.com/terms. I understand that 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. The Internal Revenue Service does not require my consent to any provision of this document other than the certifications required to avoid backup withholding.

If Other Payee is indicated in Section 5, I, the Customer, attest I am the ratepayer (utility account holder) for the site(s) listed in Section 2 and I assign the right to participate in and receive incentives from the Focus on Energy Program to the Other Payee identified in Section 5.

NEED HELP?

CALL
888.947.7828

CUSTOMER SIGNATURE

NAME (PRINT)

DATE

SIGN
HERE

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

FAX: 608.663.0267

E-MAIL: AgSGapps@focusonenergy.com

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

PARTICIPATION REQUIREMENTS AND SUBMITTAL INFORMATION

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

REDUCING ENERGY WASTE FOR WISCONSIN

For more information,
call 800.762.7077
or visit focusonenergy.com

INFORMATION AND REQUIREMENTS

General Terms and Conditions

Review the FOCUS ON ENERGY® Terms and Conditions at focusonenergy.com/terms or call 800.762.7077 to request a copy.

Prescriptive Incentives

Agriculture, Schools and Government Program: Any project with an expected incentive exceeding \$25,000 requires pre-approval BEFORE project initiation or equipment purchase to guarantee fund availability. Projects not receiving pre-approval will be subject to funding availability. Projects with expected incentives of \$10,000 or more may request pre-approval. Check the Focus on Energy website at focusonenergy.com/business or call 888.947.7828 for more information.

For all prescriptive incentives, the incentive cannot exceed the cost of the product (including any external labor) unless otherwise noted in measure requirements.

Custom Incentives

If your project does not fit the descriptions on this prescriptive incentive application form, it may qualify for a custom incentive. This requires pre-approval prior to initiating project by ordering equipment or issuing purchase orders. Direct inquiries to 888.947.7828 or visit focusonenergy.com/business.

Incentive Limits

Agriculture, Schools and Government Program: Incentives are limited to \$500,000 per customer per calendar year (prescriptive and custom).

Depending on your business tax classification, you may receive IRS form 1099 for incentives totaling over \$600 in a calendar year.

Assignment of Incentives to a Third Party or 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.

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.

The Federal Employer Identification Number (FEIN) and Business Classification of the Trade Ally is required IF you received your incentive as a credit on your invoice, whereby 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.

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.

Focus on Energy Information

Focus on Energy works with eligible Wisconsin residents and businesses to install cost-effective energy efficiency and renewable energy projects. Focus on Energy 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.

