

If you have questions while completing this form, please contact Energy Management Solutions, Inc. weekdays during business hours for assistance.

Phone: 952-767-7450  
Fax: 952-556-9171

**Send your completed applications to:**

City of Chaska  
Electric Department  
660 Victoria Drive  
Chaska, MN 55318

**Checklist For Application:**

- Copy of Detailed Dated Invoice(s) Specifying the Quantity and Price of all Materials Purchased, Date Ordered, Installation Costs and Applicable Taxes.
- Equipment Specifications
- Completed Application including Pre-Rebate Worksheet and Rebate Calculation Table

By participating in the Chaska Rebate Program, you can save energy and earn a rebate when you install energy efficient lighting for new construction or when replacing existing lighting in your building. If your project does not fit one of the descriptions below, please contact Energy Management Solutions, Inc. to determine if your project qualifies for a custom rebate.

**What products are eligible for the rebate?**

The following equipment is eligible for the Business Lighting Rebate. Please see the Business Lighting Rebate Calculation Table for more details.

**Fixtures & Lamps:**

- LED Commercial Fixtures
- LED Lamps

**Linear Tubes:**

- LED Linear Tubes

**LED Other:**

- LED Exit Signs
- Refrigerated LED Case Lighting
- LED Pedestrian and Traffic Signals

**Occupancy Sensors**

- Occupancy sensors and photocells require permanent installation of equipment.
- Occupancy sensors may be wall, ceiling, or fixture mounted and can be passive infrared, ultrasonic, or dual technology sensors.

**Retrofit Requirements:**

- Rebates are based on a one-for-one replacement.



## How Do I Qualify?

### 1. General Qualifications

- Rebate offered to non-residential electric customers served by City of Chaska Electric Department.
- Rebate Application including Pre-Rebate Worksheet and Rebate Calculation Table must be completed. **Incomplete and/or illegible applications will not be processed.**
- Retrofit systems must result in a net load reduction in kW usage from that of the existing lighting system.
- All lighting equipment must be new and meet specification requirements.
- Customers must apply for rebate within one year of the purchase date shown on the equipment invoice.
- Qualifying customers must apply for rebate by November 30, 2023.

### 2. Application - Limited Funds

Rebate requests are processed on a “first-come first-served” basis. Annual rebate funds are limited and payouts could be paid over several years. Rebate programs, qualifications, and amounts are subject to change at any time. Customer is responsible for checking with City of Chaska Electric Department to determine whether the program is still in effect.

### 3. Inspection and Verification

The City of Chaska Electric Department reserves the right to inspect installations before issuing rebates and to perform a random verification of your project. Projects with rebate payments over \$5,000 require a pre-check before equipment purchase and an on-site verification. If a City of Chaska Department representative finds that the application does not comply with rules and qualifications, rebate amount may be adjusted. Call City of Chaska Electric Department for more information.

### 4. Invoice and Payment

Following the pre-retrofit inspection, completed installation, and post-retrofit verification, the customer must notify the City of Chaska Electric Department and submit invoice(s) specifying the quantity and price of all materials purchased, the date ordered, installation costs and applicable taxes. Invoice should contain the contractor’s name and address as well as the customer’s name and installation address.

### 5. Installation and Rebate Limitations

Installation must be completed before submitting rebate application. Rebate check will be issued to the customer only. Rebates will not be paid to lighting supplier or contractor. The City of Chaska Electric Department will issue rebate in the form of a check, not a utility bill credit. Please allow 6-10 weeks from the date of post-retrofit inspection for delivery of rebate check. Rebate paid cannot exceed the purchase price of labor and materials. The minimum rebate is \$5. Maximum annual rebate dollars per customer will not exceed \$25,000.

### 6. Tax Information

The City of Chaska Electric Department will not be responsible for any tax liability imposed as a result of the rebate payment(s). Customers are advised to consult their tax advisors before submitting rebate requests.

### 7. Disclaimer

The City of Chaska Electric Department gives no warranties, expressed or implied, with respect to equipment operation, material, workmanship or manufacturing. The City of Chaska Electric Department does not guarantee that the implementation of energy-efficient measures or use of equipment purchased or installed pursuant to this program will result in energy or cost savings. In no event shall the City of Chaska Electric Department be liable for any incidental or consequential damage. The City of Chaska Electric Department is not responsible for the disposal of lamps and/or ballasts replaced as a result of this program.

### 8. Privacy

Information contained in this rebate application may be shared with the Department of Commerce and Energy Management Solutions, Inc.

### 9. Rebate Exclusions

- Rebate will not be given for equipment or designs that do not comply with local, state or federal regulations.
- The City of Chaska Electric Department is not liable for rebates promised to a customer as a result of a contractor misrepresenting the program.



# City of Chaska Electric Department

# 2023 Business Lighting Rebate Application

**COMPLETE THESE 6 EASY STEPS TO GET YOUR REBATE.**

**STEP 1: CUSTOMER INFORMATION** (please print clearly)

Company Name \_\_\_\_\_  
**Account Number** \_\_\_\_\_ Contact Name \_\_\_\_\_  
 Phone \_\_\_\_\_ Email \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_  
 Installation Address (if different) \_\_\_\_\_

**STEP 2: ENTER VENDOR INFORMATION** (please print clearly)

Vendor Name \_\_\_\_\_ Vendor Contact Name \_\_\_\_\_  
 Vendor Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_  
 Phone \_\_\_\_\_ Email \_\_\_\_\_

**STEP 3: COMPLETE PRE-REBATE WORKSHEET**

Attached worksheet must be filled out for all equipment you are requesting a rebate. Print clearly and fill in each column. If necessary, use multiple worksheets. Use the table below as a guide for Building Type and Annual Operating Hours.

Prescribed Annual Operating Hours by Building Type and/or Use							
Description	Hours	Description	Hours	Description	Hours	Description	Hours
College/University	5,010	Manufacturing	5,913	School-Elem/Second	2,080	Refrigerated Case	6,491
Grocery	4,612	Office	3,435	Warehouse	2,388	Traffic (Green)	3,675
Health Office	3,392	Restaurant	4,156	24-Hour Facility	8,700	Traffic (Red Arrow)	7,885
Hospital	4,532	Retail	3,068	Other/Misc.	2,278	Traffic (Red Ball)	4,820
Hotel/Motel	2,697	Safety/Code	8,760	Exterior Lighting	4,380	Traffic (Pedestrian)	4,380

*Note: If building type/use or annual operating hours in the table above are not appropriate for your project, you may enter specific operating hours on the Worksheet. All custom values require pre-approval.*

**STEP 4: COMPLETE REBATE CALCULATION TABLE**

Attached Rebate Calculation Table calculates the dollar amount of the rebate. Quantity Installed must reconcile with amount(s) entered in Pre-Rebate Worksheet. Rebate paid cannot exceed the purchase price of labor and materials.

**STEP 5: ATTACH NECESSARY DOCUMENTATION** (must be submitted)

- Completed Application including Pre-Rebate Worksheet and Rebate Calculation Table.
- Copy of detailed dated invoice(s) specifying the quantity and price of all materials purchased, date ordered, installation costs and applicable taxes.
- Equipment specifications.

**STEP 6: CUSTOMER SIGNATURE**

I hereby certify that all information is accurate including claims of efficiency, size and customer information. I have read all information on this form and agree that City of Chaska Electric Department may verify information I have provided.

**X** \_\_\_\_\_ Date \_\_\_\_\_

FOR CITY OF CHASKA ELECTRIC DEPARTMENT USE ONLY. DO NOT WRITE IN THIS AREA.

Customer Type (select one):  Commercial  Industrial

Approved By \_\_\_\_\_ Date \_\_\_\_\_ Rebate Amount \$ \_\_\_\_\_



**FIXTURES AND LAMPS**

Lighting Equipment Removed (if Retrofit)					Lighting Equipment Installed (New Construction or Retrofit)							Rebate Estimate	
Description <i>size, type, lamp wattage, ballast</i>	Lamps per Fixture	Annual Oper Hours	# of Fixtures	Input Watts/ Fixture	Description <i>size, type, lamp wattage, ballast</i>	Lamps per Fixture	Annual Oper Hours	# of Fixtures	Input Watts/ Fixture	Building Type	AC Yes/No	Rebate/ Unit \$	Total Rebate
<i>Ex. High-bay Fluorescent T8, 6-lamp, electronic ballast fixture</i>	6	5,913	10	224	<i>High-bay T8, 6-lamp LED tube</i>	6	5,913	10	87	<i>Manufacturing</i>	<i>No</i>	<i>\$4</i>	<i>\$240 (6 x \$4 x 10)</i>

**OCCUPANCY SENSORS**

Description of Sensor	# of Sensors	Description of Fixture(s) Controlled <i>type, lamp wattage, ballast</i>	Uncontrolled Annual Oper Hours	# of Control- led Fixtures	Input Watts/ Fixture	Building Type	AC Yes/ No	Rebate/ Unit \$	Total Rebate
<i>Ex. Ceiling Mount Occupancy Sensor</i>	10	<i>High-bay T8, 6-lamp, electronic ballast</i>	5,913	20	168	<i>Manufacturing</i>	<i>No</i>	<i>\$30</i>	<i>\$300 (10x\$30)</i>



*The Utility retains the rights to all capacity and carbon savings from this rebate.*



**City of Chaska  
Electric Department**

**2023 Business Lighting  
Calculation Table**

EQUIPMENT DESCRIPTION	QUANTITY INSTALLED	\$/UNIT	REBATE \$
<b>FIXTURES &amp; LAMPS</b>			
<b>LED Commercial Fixtures (requires at least a 60% wattage reduction)</b>			
LED 25W or less		\$5	\$
LED 26W to 50W		\$15	\$
LED 51W to 100W		\$25	\$
LED 101 to 200W		\$50	\$
LED 201W to 300W		\$60	\$
LED 301W or greater		\$70	\$
<b>LED Lamps (requires at least a 60% wattage reduction)</b>			
LED 10W or less		\$5	\$
LED 11W to 25W		\$5	\$
LED 26W to 50W		\$10	\$
LED 51W to 100W		\$20	\$
LED 101 to 200W		\$40	\$
LED 201W or greater		\$50	\$
<b>LINEAR TUBES</b>			
<b>LED Linear Tubes</b>			
2 foot – any wattage		\$2	\$
4 foot – any wattage		\$4	\$
8 foot – any wattage		\$5	\$
<b>LED OTHERS</b>			
<b>LED Exit Signs</b>			
9W or less		\$6	\$
<b>Refrigerated LED Case Lighting</b>			
5 and 6 foot doors		\$35	\$
<b>LED Pedestrian and Traffic Signals (requires at least a 60% wattage reduction)</b>			
LED Pedestrian Signals - 9"		\$15	\$
LED Pedestrian Signals - 12" or larger		\$15	\$
LED Traffic Balls - 8" red, green		\$10	\$
LED Traffic Balls - 12" red, green		\$15	\$
LED Traffic Arrows - 12" red		\$15	\$
<b>OCCUPANCY SENSORS</b>			
<b>Occupancy Sensor</b>			
Wall Mount		\$15	\$
Ceiling/Fixture Mount		\$30	\$
Photocell		\$15	\$



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