

# ENERGY EFFICIENCY SERVICE PROVIDER APPLICATION AGREEMENT

Effective January 1, 2019

The ComEd® Energy Efficiency Program relies on trade professionals—contractors, distributors, engineering and design firms—to help raise awareness of its energy efficiency program incentives and services. Energy Efficiency Service Providers (EESP) work with commercial and public sector organizations to identify and implement energy efficiency improvements and apply for program incentives. If you're in the business of helping organizations save energy, you should be an Energy Efficiency Service Provider.

## Benefits of Being an Energy Efficiency Service Provider

- Identification of your company as an Energy Efficiency Service Provider
- Your company's name listed in a searchable directory on the ComEd website
- The ability to receive project incentive payments with the customer's authorization
- Free program training, project submission support, webinars and networking events
- Access to complimentary program marketing collateral, and an online project application
- Complimentary subscription to *The Wire*, the monthly EESP e-newsletter

## Energy Efficiency Service Provider Requirements

- Complete and submit this application with the applicable document(s) for selected business certifications (page 2).
- Attend the next available EESP basic training class.
- Deliver one paid project, assessment or study per program year.
- Comply with all program terms and requirements.
- Maintain good customer service ratings as determined by ComEd, and represent the program appropriately.

## Note

**Pursuant to Section 16-128B of the Illinois Public Utilities Act, ComEd cannot issue certain incentives or rebates unless it is provided with: 1) certification that measures were self-installed by the ComEd customer, or 2) evidence that applicable measures were installed by an installer certified with the Illinois Commerce Commission.**

- The ComEd Energy Efficiency Program will be responsible for verifying that an installing contractor is certified by the ICC for the installation of applicable measures prior to any incentive or rebate payout. Payment will be withheld if the installing contractor is not certified or until certification is approved / verified. This is not applicable if the customer self installs the applicable measure(s).

Please complete and submit this application and applicable document(s) to the address below. The Energy Efficiency Program team will review all applications, verify the information provided and contact the references listed. If we have questions or need additional information, we will contact you. Once we process your application and at least one of your employees has attended basic training, your company name and contact information will be posted on the ComEd website directory. We look forward to welcoming you to the Energy Efficiency Service Provider network!

**Please send your completed application and any applicable attachments to:**

Email: [BusinessEE@ComEd.com](mailto:BusinessEE@ComEd.com) (10MB file size limit; submit multiple emails if necessary)

Mail: The ComEd Energy Efficiency Program, 700 Commerce Drive, Suite 330, Oak Brook, IL 60523

Questions? Call 855-433-2700, email [BusinessEE@ComEd.com](mailto:BusinessEE@ComEd.com) or visit our website at

[ComEd.com/BizIncentives](http://ComEd.com/BizIncentives).

# ENERGY EFFICIENCY SERVICE PROVIDER APPLICATION AGREEMENT - APPLICANT INFORMATION

## Company Information

Company name:		Company web address:	
Contact name:		Contact title:	
Contact email:			
Company phone for directory listing:		Email for directory listing:	
Mailing address:	City:	State:	Zip code:

## Project Installation Information (please complete and sign page 3)

Please be aware that legislation requires ComEd to collect project installation information.

- I acknowledge that pursuant to Section 16-128B of the Illinois Public Utilities Act, ComEd cannot issue certain incentives or rebates unless it is provided with:
1. certification that measures were self-installed by the ComEd customer, or
  1. evidence that applicable measures were installed by an installer certified with the Illinois Commerce Commission.

## Business Entity Certifications (check all that apply and submit certification document(s) with this application)

- Minority Owned Business    
  Woman Owned Business    
  Veteran Owned Small Business

- Administration Certified

- 
- Union    
  Non-union    
  Prefer not to answer

## Business Type and Products / Services Provided (check all that apply)

- Contractor    
  Distributor    
  Engineering Firm    
  Design Firm

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Agricultural Equipment<br><br><input type="checkbox"/> Building Automation<br><br><input type="checkbox"/> Commercial Refrigeration<br><br><input type="checkbox"/> Commercial Kitchen | <input type="checkbox"/> Compressed Air<br><br><input type="checkbox"/> HVAC/Mechanical<br><br><input type="checkbox"/> Industrial Refrigeration<br><br><input type="checkbox"/> Lighting | <input type="checkbox"/> New Construction<br><br><input type="checkbox"/> Process Cooling<br><br><input type="checkbox"/> Variable Speed Drives (VSDs) |
|---|---|--|

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## Payment

ComEd offers the option to assign your project’s standard and custom incentive payment to an eligible Energy Efficiency Service Provider. To receive payment, the EESP must be in good standing when the project incentive is paid. **If the EESP does not remain in good standing, incentive payment will be sent to the ComEd customer.**

Payment authorization does not exempt EESPs from program requirements outlined in the application and incentive worksheets.

## Payment Information\*

<b>Billing contact name:</b>			
<b>Phone:</b>		<b>Email:</b>	
<b>Incentive payment mailing address:</b>		<b>City:</b>	<b>State:</b>
<b>Taxpayer ID: FEIN (Note: must attach a W-9 form, Rev. November 2017)</b>			

\* **Must inform [BusinessEE@ComEd.com](mailto:BusinessEE@ComEd.com) of any change to this information.**

## Company Signature

I certify that the information provided in this application is true and correct. I have read and understand the Energy Efficiency Service Provider requirements and terms and conditions set forth in this application and agree to abide by these requirements. I verify by my signature hereto that I have authority to submit this application.

<b>Signature:</b>	<b>Name (please print):</b>
<b>Title:</b>	<b>Date:</b>

# ENERGY EFFICIENCY SERVICE PROVIDER APPLICATION AGREEMENT - APPLICANT INFORMATION

## References

Please provide the information below for three previous energy efficiency projects completed by your company. (Applicants in good standing with one of the closed-network program offers identified below do not have to submit references.)

### Reference 1

<b>Company name:</b>	<b>Contact name:</b>	<b>Title:</b>
<b>Phone:</b>	<b>Email:</b>	

### Reference 2

<b>Company name:</b>	<b>Contact name:</b>	<b>Title:</b>
<b>Phone:</b>	<b>Email:</b>	

### Reference 3

<b>Company name:</b>	<b>Contact name:</b>	<b>Title:</b>
<b>Phone:</b>	<b>Email:</b>	

## Closed Network Interest

Check the applicable boxes below if you are interested in providing services for closed-network program offers. Additional requirements apply; a representative will contact you.

- |  |  |
|--|--|
| <input type="checkbox"/> <b>Combined Heat and Power</b>  | <input type="checkbox"/> <b>Residential HVAC</b>               |
| <input type="checkbox"/> <b>Industrial Systems</b> (compressed air, industrial refrigeration or process cooling) | <input type="checkbox"/> <b>Small Business</b>                 |
| <input type="checkbox"/> <b>Instant Discounts</b> (lighting and battery chargers)                                | <input type="checkbox"/> <b>Small Facilities Public Sector</b> |
| <input type="checkbox"/> <b>Monitoring-Based or Retro-Commissioning</b>  | <input type="checkbox"/> <b>Street Lighting</b>                |

# ENERGY EFFICIENCY SERVICE PROVIDER APPLICATION AGREEMENT - TERMS AND CONDITIONS

1. If approved by Commonwealth Edison (ComEd) as a ComEd® Energy Efficiency Program Energy Efficiency Service Provider, the applicant (Company) shall offer and provide services to ComEd customers in accordance with the terms and conditions of the ComEd Energy Efficiency Program (the Program) as set forth below and as may be changed by ComEd from time to time, in its sole discretion, upon thirty (30) days written notice to Energy Efficiency Service Provider.
2. Company must comply with all Program guidelines and requirements promulgated by ComEd and its designees (collectively, the Program team) to remain an Energy Efficiency Service Provider in good standing.
3. Pursuant to Section 16-128B of the Illinois Public Utilities Act, ComEd cannot issue certain incentives or rebates unless it is provided with: a) certification that measures were self-installed by the ComEd customer, or b) evidence that the measures were installed by an installer certified with the Illinois Commerce Commission.
4. Company is not a contractor, subcontractor or agent of ComEd. ComEd shall have no liability for claims of any kind, whether based on contract, tort (including negligence and strict liability) or otherwise, for any loss or damage sustained or incurred by any third party relating to this Energy Efficiency Service Provider application or the performance of services or participation by Company in the Program. Company hereby releases ComEd from all liability for such claims. Company shall, to the fullest extent permitted by law, indemnify, defend and hold harmless ComEd and its affiliates, and their respective officers, directors, agents, employees and representatives from and against any and all losses, claims, damages, expenses (including attorneys' fees and costs) and liabilities arising out of or based upon property damage or bodily injury to any person caused by or related to the performance of the services or participation by Company in the Program.
5. Except as otherwise permitted herein, Company shall not refer to ComEd or any company affiliated with ComEd in any advertising or other publication in connection with Company's participation in the Program or work performed by Company under the Program, without the prior written approval of ComEd. Except as otherwise permitted herein, Company shall not, either directly or indirectly, publish or disclose any photographs, images, logos, web pages, copyrighted or trademark protected information of ComEd or its affiliates; or use such information for the benefit of itself or any other person or entity without the prior written consent of ComEd.
6. Company acknowledges and agrees that Company's participation in the Program is in no way to be construed as an endorsement by ComEd of Company's work.
7. In the event of non-compliance with Program requirements, the following steps will be taken:
  - The Program team will contact Company by email and phone, describing the issue/complaint, the corrective action(s) Company must take to resolve the issue and the timeframe in which the issue must be resolved;
  - If the issue is not resolved to the Program team's satisfaction, Company will be contacted by the Program team, requesting immediate resolution of the issue/complaint;
  - If the issue is not resolved within the requested timeframe or if there is ongoing non-compliance with Program guidelines and requirements, the Program team will take disciplinary actions including, but not limited to, termination of Energy Efficiency Service Provider status, de-listing from the Energy Efficiency Service Provider directory and removal from the Program;
  - Some Energy Efficiency Service Provider actions, such as intent to defraud the customer or the Program, are grounds for immediate termination of Energy Efficiency Service Provider status and removal from the Program.
8. Information completed in the "Company Information" and "Business Type and Products/Services Provided" sections of this application will be the information included in the Energy Efficiency Service Provider directory. ComEd provides the Energy Efficiency Service Provider directory, a list of Energy Efficiency Service Providers, for informational purposes only. ComEd makes no warranty of any kind whatsoever, including, without limitation, the warranty of merchantability or fitness for purpose. Under no circumstances will ComEd be liable for indirect, special, consequential, punitive or exemplary damages.
9. ComEd will treat confidentially any information acquired in the conduct of reference checks.