

Commercial & Industrial **Steam Trap Replacement** Rebate Application



MISSOURI GAS ENERGY



Laclede Gas (Laclede) and Missouri Gas Energy (MGE) offer commercial and industrial customers standard and custom rebates on a wide range of natural gas products and improvements. Whether making basic equipment improvements or completing larger energy efficiency projects, our rebates help businesses offset initial improvement costs and help save energy and money for years to come.



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Applying for your rebate is easy!

Review the check list below, complete and sign the application and submit.

CHECKLIST FOR COMPLETING YOUR APPLICATION

- Read** the Terms and Conditions (*last page*) to determine if you are eligible for a rebate.
- Verify** the equipment you install meets the specific equipment guidelines. All products require proof of purchase and may require additional documentation depending on the equipment installed. *See proof of purchase requirements.*
- Purchase and install** qualifying equipment during the eligible program time period October 1, 2015 through September 30, 2016.
- Complete** Steps 1–6 of the application.
- Sign and date** the application.
- Mail, Fax or Email** your completed application, proof(s) of purchase and additional documentation before October 31, 2016.

Mail, Fax or Email:

Mail: Laclede and MGE C&I Rebate Program
P.O. Box 311
Hockessin, DE 19707

Fax: 302-504-3080

Email: Laclede-MGE@appliedenergygroup.com

Here's what you'll need to get started:

- Laclede or MGE Account number for the project facility
- Customer and Contractor contact information
- Proof(s) of purchase
- Additional equipment documentation (if required)

PROOF OF PURCHASE REQUIREMENTS

Retail/Contractor dated receipt or invoice must reflect the product(s) listed on the application and include:

- Retailer/Contractor name, address and phone number
- Product(s) listing including:
 - Quantity
 - Manufacturer
 - Model number
 - Purchase price for each product
 - Installation costs (*if applicable*)
 - Product installation date (*if installed by contractor*)

Need Help? or Have Questions?

Please call our rebate coordinator at **(800) 426-5784** or **(302) 504-3084** or email Laclede-MGE@appliedenergygroup.com.

Your rebate check will be mailed approximately 4 to 6 weeks after we receive a completed, eligible application including all required documentation.



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PLEASE COMPLETE ALL STEPS. ALL INFORMATION MUST BE COMPLETELY FILLED OUT TO ENSURE PROCESSING.

STEP 1 CUSTOMER INFORMATION

Laclede Gas account number:

MGE account number:

Account Holder/Company Name *(As it appears on Laclede or MGE bill)*

Installation Address

County

City State Zip

Contact Person

Title

Telephone Number

E-mail *(will be used for rebate program notifications)*

Please send me periodic rebate program alerts and updates.

Mailing Address *(If different from installation address)*

Street Address

City State Zip

STEP 2 CONTRACTOR/DEALER INFORMATION

Company Name

Contact Name

Company Street Address

City State Zip

Telephone Number

Email *(will be used for rebate program notifications)*

Please send me periodic rebate program alerts and updates.

STEP 3 FACILITY INFORMATION

New Construction Existing

Building Type:

<input type="checkbox"/> Manufacturing	<input type="checkbox"/> Office	<input type="checkbox"/> Multi-family
<input type="checkbox"/> Retail	<input type="checkbox"/> Government	<input type="checkbox"/> Education
<input type="checkbox"/> Religious	<input type="checkbox"/> Restaurant	<input type="checkbox"/> Healthcare
<input type="checkbox"/> Hotel/Motel	<input type="checkbox"/> Grocery	<input type="checkbox"/> Warehouse
<input type="checkbox"/> Other _____		

Square Footage: _____

Own or Rent: Owner Occupied Tenant
 Property Management/ Landlord

Type of Installation: New Installation Replacement

How did you hear about the Laclede/MGE Rebate Program?
(Check all that apply)

<input type="checkbox"/> Contractor/Dealer	<input type="checkbox"/> Newsletter
<input type="checkbox"/> Bill Insert	<input type="checkbox"/> Seminar/Meeting
<input type="checkbox"/> Word of Mouth	<input type="checkbox"/> Other _____
<input type="checkbox"/> Email	<input type="checkbox"/> Utility Contact _____
<input type="checkbox"/> Internet/Web	

STEP 4 PAYMENT INFORMATION

Send Rebate Check to:

Installation Address Mailing Address Third Party

All rebate checks will be made payable to account holder unless authorization is completed below.

I am authorizing this payment of my rebate to the third party ("Payee") named below and I understand that I will not be receiving the rebate check from Laclede or MGE. I also understand that my release of the payment to the third party does not exempt me from the rebate requirements outlined in this application.

 Authorized by Laclede/MGE account holder

 Signature Date

Make rebate check payable to:

 Payee: Company/Individual Name

Mail rebate check to:

 Street Address

 City State Zip

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STEP 5	EQUIPMENT INFORMATION	EQUIPMENT OR SERVICE	MINIMUM EFFICIENCY/ REQUIREMENT	REBATE AMOUNT
<p>Please complete equipment information for the installed equipment for which you seek a rebate. Equipment information and any additional required information MUST be completed and submitted as part of application to be eligible for a rebate.</p>		Steam Trap	<ul style="list-style-type: none"> • Must include steam trap survey/failure study report, equipment proof of purchase and installer sign-off as verification of work completion • Maximum of twenty-five (25) steam trap replacements per program year 	50% of equipment cost up to \$2,500 per program year

MAKE A SEPARATE ENTRY FOR EACH MEASURE INSTALLED.

IF MORE SPACE IS NEEDED, PLEASE PHOTOCOPY THIS FORM AND SUBMIT ADDITIONAL INFORMATION WITH THE APPLICATION.

EQUIPMENT INFORMATION	STEAM TRAP	A copy of Steam Trap survey/failure study report must be included with application
<p>Quantity _____ Installation Date _____</p> <p>Steam Trap Manufacturer _____</p> <p>Steam Trap Model Number _____</p> <p>Steam Trap Pipe Size (inches) _____</p> <p>Steam Pressure (PSIG) _____</p> <p>End Use: Space Heating (S) or Process (P) _____</p> <p>Equipment Cost (Per Trap) _____</p>	<p>Quantity _____ Installation Date _____</p> <p>Steam Trap Manufacturer _____</p> <p>Steam Trap Model Number _____</p> <p>Steam Trap Pipe Size (inches) _____</p> <p>Steam Pressure (PSIG) _____</p> <p>End Use: Space Heating (S) or Process (P) _____</p> <p>Equipment Cost (Per Trap) _____</p>	<p>Quantity _____ Installation Date _____</p> <p>Steam Trap Manufacturer _____</p> <p>Steam Trap Model Number _____</p> <p>Steam Trap Pipe Size (inches) _____</p> <p>Steam Pressure (PSIG) _____</p> <p>End Use: Space Heating (S) or Process (P) _____</p> <p>Equipment Cost (Per Trap) _____</p>
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STEP 6

CUSTOMER AGREEMENT/SIGNATURE

The undersigned does hereby certify that: The undersigned, and not Laclede or MGE, is solely responsible for the accuracy of the information contained in this application and acknowledges that nothing contained in this application shall impose any liability on Laclede or MGE for the work performed for this program by the vendor. All rules and Terms and Conditions of this Laclede and MGE program have been followed.

Laclede/MGE Customer Signature: _____ Date: _____

TERMS AND CONDITIONS

This program offers financial incentives for the purchase and installation of eligible high-efficiency natural gas equipment and services. Applications will be processed on a first-come, first-served basis. The program will end when the budget is depleted. Funds are limited. To qualify for rebates, an applicant must meet the following eligibility requirements:

- Applicant must be a current Laclede or MGE commercial or industrial customer.
- Effective May, 1 2015, customers may receive standard and/or custom program rebates up to \$100,000 per program year.
- To be eligible for a Non-profit rebate, customer must be defined as a government agency, public school district, or other entity that demonstrates qualifications as a 501(c) (3) charity or benevolent corporation as defined by RSMo 352.010.
- Customer information must be completely filled out on application. Submittal of an application does not guarantee rebate eligibility.
- Standard applications do not require pre-approval, but in all cases invoices, receipts or other proof-of-payment must be submitted immediately upon the completion of a project. Rebate payments will not be issued until receipt of final proof-of-payment. A program year begins October 1 and ends September 30 each year. All applications and invoices for projects completed during the previous Program Year must be received no later than October 31.
- This application is subject to program rules, and to regulatory rules and orders. Laclede Gas and MGE reserve the right to change any portion of this program or to end this program without notice.
- All purchased and installed equipment must be new. Refurbished or homemade systems are not eligible. Where applicable, energy efficiency ratings must comply with those listed in the Air-Conditioning, Heating, and Refrigeration Institute (AHRI) Directory.

TAX INFORMATION

Rebates may be subject to federal and/or state income tax reporting. Applicant is responsible for contacting a qualified tax advisor to determine tax liability. Laclede and MGE are not responsible for any tax consequences of the rebate program.

DISCLAIMER

Laclede and MGE does not guarantee that installation of equipment qualifying for rebates will result in reduced energy usage or demand, or in cost savings. The Customer will indemnify and hold harmless Laclede and MGE and its officers, directors, shareholders, agents, employees and representatives from all claims, liabilities, fines, interest, costs, expenses and damages incurred by the Customer, and for any damage, injury, death, loss or destruction of any kind to persons or property, arising out of or related to this program or in any way associated with the equipment and services that are the subject of this program.



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