



# 2010 Ground Source Heat Pump Application

## Customer Information

Company		Electric Utility Serving Applicant		Electric Account No.		Installation Date	
Facility Address				City		State	Zip
Type of Project <input type="checkbox"/> New Construction <input type="checkbox"/> Renovation <input type="checkbox"/> Equipment Replacement						Size of Building	
Company Mailing Address				City		State	Zip
Contact Person (Name/Title)				Telephone No. (   )		Fax No. (   )	
Incorporated? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Exempt				Federal Tax ID# or SSN		Email Address	
Incentive Payment to <input type="checkbox"/> Customer <input type="checkbox"/> Contractor <input type="checkbox"/> Other				Please assign payment to contractor/vendor/other indicated below Customer Signature			

## Payee Information (must submit W-9 form with application)

Company						Contact Name		Incorporated? <input type="checkbox"/> Yes <input type="checkbox"/> No		Email Address	
Street Address						City		State	Zip	Telephone No. (   )	
										Fax No. (   )	

## Contractor/Vendor Information (if different from Payee)

Company						Contact Name		Incorporated? <input type="checkbox"/> Yes <input type="checkbox"/> No		Email Address	
Street Address						City		State	Zip	Telephone No. (   )	
										Fax No. (   )	

## Building Type (circle one)

Commercial-Retail; Commercial-Other than Retail; Office; School-Public K-12; School-University-Public; School-University-Private; School-Other; Hospital; Government-Municipality; Government-Other than Municipality; Farm; Non-Profit; Other

## Ground Source Heat Pump Equipment Information

Reason N-New	Type C-Closed Loop O-Open Loop	Manuf.	Model	A Unit Size Cooling (Btuh)	B Cooling Efficiency (EER)	C Incentive \$/ton (Table)	D Unit Size Heating (Btuh)	E Heating Efficiency (COP or HSPF)	F Quantity	G Equipment Incentive (AxCx F) 12,000
(Example) N	C	ACME	HV1011	51,000	16	\$450	45,000	3.5	4	$\frac{51,000 \times \$450 \times 4}{12,000} = \$7,650$
<b>Total</b>										

**Specific Program Requirements\*** (These requirements are in addition to the Program Terms and Conditions.)

1. Please refer to the Program Guide for additional applicable technical requirements.
2. Include the manufacturer's specification sheet with the application package and mail or fax directly to the Commercial/Industrial Market Manager.
3. Performance ratings (EER, Btuh) for qualifying closed loop Ground Source Heat Pump equipment are calculated at 77 degrees Fahrenheit entering water temperature per test procedure ISO-13256-1.
4. Performance ratings (EER, Btuh) for qualifying open loop Ground Source Heat Pump equipment are calculated at 59 degrees Fahrenheit entering water temperature per test procedure ISO-13256-1.
5. Efficiency requirements to comply with ASHRAE 90.1-2004.

**Application Checklist** (Before submitting your application, please make sure you have signed in the space below and completed the following items.)

- Payee Information is filled out and a W-9 form of the payee is included
- Manufacturer's specification sheets for proposed technology are included
- A copy (all pages) of a recent month's utility bill is included

**ACKNOWLEDGEMENT**

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**CUSTOMER'S SIGNATURE**

By signing, I certify that I have read, understand and agree to the Specific Program Requirements/Terms and Conditions listed on this application form, I will also submit for approval a properly completed application package, which includes this signed application, worksheet (if applicable), manufacturer's specification sheets and complete utility bill (name and address on utility bill must match name and address on application).

**Ground Source Heat Pump Equipment Efficiency Levels and Incentives\***

**Ground Loop & Ground Water Heat Pumps**

Open Loop & Closed Loop $\geq 16$ EER	$\geq 16$ EER up to \$450 per ton
	$\geq 18$ EER up to \$600 per ton
	$\geq 20$ EER up to \$750 per ton
	*ENERGY STAR rated equipment only

**Mail or fax your application package DIRECTLY to the Commercial/Industrial Market Manager.**

New Jersey's Clean Energy Program  
c/o TRC Energy Services  
900 Route 9 North, Suite 104 • Woodbridge, NJ 07095  
Phone: 866-657-6278 • Fax: 732-855-0422

**Visit our web site: [NJCleanEnergy.com](http://NJCleanEnergy.com)**



## Program Terms and Conditions

### Definitions:

**Design Incentives** – Incentives that may be offered to design professionals by the Program.

**Design Services** – Services that may be offered to design professionals under the Program.

**Energy-Efficient Measures** – Any device eligible to receive a Program Incentive payment through the NJ Clean Energy Commercial and Industrial Program (New Jersey SmartStart Buildings).

**New Jersey Utilities** – The regulated electric and/or gas utilities in the State of New Jersey. They are: Atlantic City Electric, Jersey Central Power & Light, Rockland Electric Company, New Jersey Natural Gas, Elizabethtown Gas, PSE&G, and South Jersey Gas.

**Administrator** – New Jersey Board of Public Utilities, Office of Clean Energy

**Participating Customers** – Those non-residential electric and/or gas service customers of the New Jersey Utilities who participate in this Program.

**Product Installation or Equipment Installation** – Installation of the Energy-Efficient Measures.

**Market Manager** – TRC Energy Services.

**Program** – The Commercial and Industrial Energy-Efficient Construction Program (New Jersey SmartStart Buildings) offered herein by the New Jersey Board of Public Utilities, Office of Clean Energy pursuant to state regulatory approval under the New Jersey Electric Discount and Energy Competition Act, NJSA 48:3-49, et seq.

**Program Incentives** – Refers to the amount or level of incentive that the Program provides to Participating Customers pursuant to the Program offered herein (see description under “Incentive Amount” heading).

**Program Offer** – Program Incentives are available to non-residential retail electric and/or gas service customers of the New Jersey Utilities identified above. Program Incentives for new construction are available only for projects in areas designated for growth in the State Plan. Public school (K-12) new construction projects are exempted from this restriction and are eligible for new Program incentives throughout the State. Customers, or their trade allies, can determine if a location is in a designated growth area by referring to the Smart Growth Locator available from the HMFA website or contact the Market Manager if you are uncertain about project eligibility.

**Application and Eligibility Process** – The Program pays incentives after the installation of qualified energy efficient measures that were pre-approved (for exceptions to this condition, please refer to “Exceptions for Approval”). In order to be eligible for Program Incentives, a Customer, or an agent (contractor/vendor) authorized by a Customer, must submit a properly completed application package. The package must include an application signed by the customer; a complete (current) utility bill; and technology worksheet and manufacturer’s cut sheets (where appropriate). This information must be submitted to the Market Manager before equipment is installed. Applications for measures that are self installed by customers must be submitted by the customer and not the sales vendor of the measure, however, the customer may elect to assign payment of the incentive to the sales vendor. This application package must be received by the Market Manager on or before December 31, 2010 in order to be eligible for 2010 incentives. The Market Manager will review the application package to determine if the project is eligible for a Program Incentive. If eligible, the Customer will receive an approval letter with the estimated authorized incentive amount and the date by which the equipment must be installed in order for the approval to remain in effect. Upon receipt of an approval letter, the Customer may then proceed to install the equipment listed on the approved application. Equipment installed prior to the date of the Market Manager’s approval letter is not eligible for an incentive. The Market Manager reserves the right to conduct a pre-inspection of the facility prior to the installation of equipment. This will be done prior to the issuance of the approval letter. All equipment must be purchased within 12 months of date of application. **Any Customer and/or agent who purchases equipment prior to the receipt of an incentive approval letter does so at his/her own risk.**

**Exceptions for Approval** – The Application and Eligibility Process pertains to all projects except for those involving either Unitary HVAC or Motors having an incentive amount less than \$5,000. These measures, at this incentive level, may be installed without prior approval. In addition, but at the sole discretion of the Market Manager, emergency replacement of equipment may not require a prior approval determination and letter. **In such cases, please notify the Market Manager of such emergencies as early as possible, that an application will soon be sent in that was not pre-approved.**

**Post Installation Approval** – After installation is completed, the Customer, or an agent authorized by the Customer, must finalize and submit an invoice for the purchase of the equipment (material cost must be broken out from labor costs), and any other required documentation as specified on the equipment application or in the Market Manager’s initial approval letter.

Please refer to the Program Guide on the NJCleanEnergy.com/ssb website for the complete Application and Eligibility Process.

The Market Manager reserves the right to verify sales transactions and to have reasonable access to Participating Customer's facility to inspect both pre-existing product or equipment (if applicable) and the Energy-Efficient Measures installed under this Program, either prior to issuing incentives or at a later time.

Energy-Efficient Measures must be installed in buildings located within a New Jersey Utilities' service territory and designated on the Participating Customer's incentive application. Program Incentives are available for qualified Energy-Efficient Measures as listed and described in the Program materials and incentive applications. The Participating Customer must ultimately own the equipment, either through an up-front purchase or at the end of a short-term lease. Design Incentives are available to design professionals as described in the Program materials and applications. A different and separate agreement must be executed by participating design professionals to be eligible for this type of incentive. The design professional does not need to be based in New Jersey.

*Equipment procured by Participating Customers through another program offered by New Jersey's Clean Energy Program or the New Jersey Utilities, as applicable, is not eligible for incentives through this program. Customers who have not contributed to the Societal Benefits Charge of the applicable New Jersey Utility are not eligible for incentives offered through this program.*

**Incentive Amount** – Program Incentives will equal either: a) the approved Program Incentive amount, or b) the actual equipment cost of the Energy-Efficient Measure, whichever is less, as determined by the Market Manager. Products offered at no direct cost to the customer are ineligible. Incomplete application submissions, applications requiring inspections and unanticipated high volume of activities may cause processing delays. Program Incentives are limited to \$500,000 per utility account in a calendar year. Contact the Market Manager regarding any questions.

**Tax Liability** – The Market Manager will not be responsible for any tax liability that may be imposed on any Participating Customer as a result of the payment of Program Incentives. All Participating Customers must supply their Federal Tax Identification number or social security number to the Market Manager on the application form in order to receive a Program Incentive. In addition, Participating Customers must also provide a Tax Clearance Form (entitled "Business Assistance or Incentive Clearance Certificate") that is dated within 90 days of equipment installation.

**Endorsement** – The Market Manager and Administrator do not endorse, support or recommend any particular manufacturer, product or system design in promoting this Program.

**Warranties** – THE MARKET MANAGER AND ADMINISTRATOR DO NOT WARRANT THE PERFORMANCE OF INSTALLED EQUIPMENT, AND/OR SERVICES RENDERED AS PART OF THIS PROGRAM, EITHER EXPRESSLY OR IMPLICITLY. NO WARRANTIES OR REPRESENTATIONS OF ANY KIND, WHETHER STATUTORY, EXPRESSED, OR IMPLIED, INCLUDING, WITHOUT LIMITATIONS, WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE REGARDING EQUIPMENT OR SERVICES PROVIDED BY A MANUFACTURER OR VENDOR. CONTACT YOUR VENDOR/SERVICES PROVIDER FOR DETAILS REGARDING PERFORMANCE AND WARRANTIES.

**Limitation of Liability** – By virtue of participating in this Program, Participating Customers agree to waive any and all claims or damages against the Market Manager or the Administrator, except the receipt of the Program Incentive. Participating Customers agree that the Market Manager's and Administrator's liability, in connection with this Program, is limited to paying the Program Incentive specified. Under no circumstances shall the Market Manager, its representatives, or subcontractors, or the Administrator, be liable for any lost profits, special, punitive, consequential or incidental damages or for any other damages or claims connected with or resulting from participation in this Program. Further, any liability attributed to the Market Manager under this Program shall be individual, and not joint and/or several.

**Assignment** – The Participating Customer may assign Program Incentive payments to a specified vendor.

**Participating Customer's Certification** – Participating Customer certifies that he/she purchased and installed the equipment listed in their application at their defined New Jersey location. Participating Customer agrees that all information is true and that he/she has conformed to all of the Program and equipment requirements listed in the application.

**Termination** – The New Jersey Board of Public Utilities reserves the right to extend, modify (this includes modification of Program Incentive levels) or terminate this Program without prior or further notice.

**Acknowledgement** – I have read, understood and am in compliance with all rules and regulations concerning this incentive program. I certify that all information provided is correct to the best of my knowledge, and I give the Market Manager permission to share my records with the New Jersey Board of Public Utilities, and contractors it selects to manage, coordinate or evaluate the NJ SmartStart Buildings Program. Additionally, I allow reasonable access to my property to inspect the installation and performance of the technologies and installations that are eligible for incentives under the guidelines of New Jersey's Clean Energy Program.