



CII CUSTOMIZED PROCESS IMPROVEMENT PROGRAM

The Customized Rebate Program helps commercial, industrial and institutional (CII) customers save money with financial incentives on capital expenditures for retrofit of existing equipment with more water efficient technologies.

Account Information

Business Name: _____ Account No.: _____
Contact Person: _____ Title: _____
Telephone: _____ Fax: _____
Installation Address: _____ Zip Code: _____
E-mail: _____ Contact Phone: _____
Social Security No/Tax ID No: _____ Business Type: _____

Customer Information *(If different than account information or location)*

Company Name: _____
Contact Person: _____ Title: _____
Telephone: _____ Fax: _____
Address: _____ City: _____

To qualify for a rebate, the applicant must:

- Be the property owner of record or a legally authorized representative.
- Submit a completed application form.
- Schedule an appointment to review project proposal or report that details the retrofit project, the expected cost, and the methods used to calculate the water savings associated with the retrofit.
- Authorize a City inspection of project proposal area after City has reviewed the written proposal.
- Once inspection is complete and project proposal is approved, work can begin.
- Once work is complete, applicant must call to schedule a final inspection. During this visit, applicant must agree to an on-site verification by City representative and provide a detailed receipt/invoice of the product installed and/or services performed to include:
 - Name, address and phone number of the trade professional, retailer and/or contractor and the address where the product was installed.
 - Itemized listing of each product including: the product description, quantity, manufacturer, model number, or other identifying information (e.g. SKU #). This must match the requested product rebate submitted in the project proposal.
 - Purchase price of product(s).
 - Date and paid documentation that state terms of payment such as, "Paid in Full," or payment terms, such as "Charge" or "Net 30".
 - Product installation date.
- Rebates will be issued once a final inspection is conducted and approved by a City representative.

In addition to the foregoing qualifications, I declare that I am the property owner of record or a legally authorized representative and that I have been provided with a copy of the CII Customized Water Efficiency Rebate Program Terms and Conditions. I have read, understand and agree to the Terms and Conditions which are incorporated herein by reference.

Dated: _____ Authorized Signature: _____

As the authorized representative, I certify that _____, CA State license number _____ has been authorized to perform the work as identified in the detailed proposal plan.

I irrevocably authorize the City of Sacramento, or anyone authorized/designated by the City, to use or reproduce any and all photographs which have been taken of my facility improvements as part of the CII Water Efficiency Customized Rebate Program by the City or the City's authorized agent(s) for any purpose determined by the City without compensation or further notice to me.

Send completed form to:

Water Conservation Office
City of Sacramento, Department of Utilities
5730 24th Street, Building 22
Sacramento CA 95822-3634

For official use only

Pre-inspection date: _____	Inspected by: _____
Post-inspection date: _____	Inspected by: _____
Receipts provided: (Y/N) Eligible equipment \$ _____	
Mail rebate check to: _____	

CII Customized Process Improvement Program Terms and Conditions

1. No work shall be performed before the participant receives approval to begin from a City representative.
2. Participants must be a City of Sacramento water customer and the property owner of record. If the property is managed by a property management firm, property owner will need to provide written authorization allowing the property management firm to apply and satisfy the terms of the rebate.
3. Customer must have an active commercial domestic water service and meter with the City of Sacramento. Customers must also be in good standing with the City of Sacramento with all utility accounts in a current status.
4. The maximum rebate amount is \$0.50 per 1,000 gallons saved. Water savings are estimated using the number of days operated per year and the expected life of the equipment (capped at 10 years). Participants are eligible for one rebate per site per program year for up to \$70,000. The actual rebate amount shall be determined in the sole discretion of the City.
5. The rebate amount is derived by measuring current usage of the process compared to the estimated water usage of the new retrofitted process.
6. Applicant must complete project within 120 days of pre-conversion site visit.
7. Equipment and projects must remain in use for 10 years or the life of the equipment whichever is less. Eligible efficiencies may include:
 - a. Replacement of water-cooled equipment with new air-cooled equipment.
 - b. Process water reclamation systems.
 - c. Air conditioning condensate capture and re-use.
 - d. Elimination of water intensive phases or industrial processes.
 - e. Cooling tower modifications.
 - f. Industrial laundry equipment upgrades.
 - g. Improvements in cleaning processes.
 - h. Upgrades including equipment and technology for space cooling, refrigeration, laundry, cleaning, and flushing.
8. Water savings from the project must be able to be measured.
9. Water use data will be collected before and after the retrofit and reviewed with the City representative.
10. For five years following the implementation, participants are required to submit an annual report on the project to City of Sacramento, including water use data. All documentation must be sent to the City of Sacramento Water Conservation Office, City of Sacramento, Department of Utilities, 5730 24th Street, Building 22, Sacramento, CA 95822-3634. Included in this report shall be a description of the newly retrofitted process and an itemized water usage report for each month. This usage report shall contain a comparison of historical usage by month with current usage by month. For each month that does not show a savings, an explanation shall be given.
11. Projects must meet all federal, state, and local regulatory and permit requirements.
12. Rebate program is subject to available funding. Rebates will be distributed on a first-come, first-served basis until funding is depleted. Submission of an application does not guarantee a rebate.
13. The applicant's social security or tax ID number must be provided in order to receive a rebate. The request is in compliance with exemptions to the Federal Privacy Act of 1974, 42 U.S.C. Section 405(c) (2) (C). The IRS requires rebate program participants receiving \$600 or more in rebates to be issued an IRS Form 1099 unless exemptions apply.
14. The Utility makes no representation or warranty, and assumes no liability with respect to the quality, safety, performance, or other aspect of the design, system, or appliance installed pursuant to this agreement, and expressly disclaims any such representation, warranty or liability. I agree to indemnify the City of Sacramento, its affiliates, employees, and agents against all loss, damage, expense, fees, costs and liability which may arise from measures installed.
15. Proof of purchase and required documentation should be legible and submitted at the time of the final inspection. It must include all the following information:
 - a. Name, full address of account holder.
 - b. Name, address and phone number of the trade professional, retailer and/or contractor and the address where the product was installed.
 - c. Itemized listing of each product including: the product description, quantity, manufacturer, model number, or other identifying information (e.g. SKU #). This must match the requested product rebate submitted in the project proposal.
 - d. Purchase price of product(s) and or services.
 - e. Date and paid documentation that state terms of payment such as, "Paid in Full" "Charge" or "Net 30".
 - f. Product installation date.