

**Form 540PR
Payment Request
Business Energy Solutions – New Buildings**



For Program Use Only OM: Project ID: FT ID:
Portland Energy Conservation, Inc. (PECI) is a Program Management Contractor (PMC) for Energy Trust of Oregon, Inc.

Overview

A signed and complete copy of the **Project Enrollment Application (From 510A)** and relevant **Incentive Application(s)** must accompany or precede this form. A signed copy of this **Payment Request** must be submitted to the Program along with all required accompanying documentation and Project Owner's W-9. The incentive check will be made payable to the *Legal Company Name* listed below.

Project Owner & Payment Information

Incentive check will be made payable to the company below.

| | |
|--|---|
| Legal Company Name (must match W-9) | Assumed Business Name (if different) |
| | |

| | |
|------------------------------|------------------------|
| Check Mailing Address | City, State Zip |
| | |

| | | | |
|-----------------------------|--------------|--------------|--------------|
| Owner Representative | Title | Phone | Email |
| | | | |

Project Information

| | |
|------------------------------|------------------------------|
| Building/Project Name | Project ID (if known) |
| | |

| | |
|---------------------|------------------------|
| Site Address | City, State Zip |
| | |

INCENTIVE PAYMENT TYPE

Select the **Incentive Application(s)** for which Project Owner is requesting payment and indicate the date the work was completed. **Incentive Applications** submitted for installation incentives are combined by Energy Trust into a single incentive reservation and payment. The total amount of installation incentives payable for a single project will never exceed \$499,999.

Installation Incentives

Other Incentives

Date Completed:

- Standard Equipment Workbook
- HVAC Calculator
- Lighting Calculator
- Modeled Savings
- USGBC LEED® Workbook
- Special Measure Calculation
- Low-rise Multifamily ENERGY STAR

- Early Design Assistance
- Energy Modeling Assistance
- Commissioning
- ENERGY STAR®
- Additional Design Assistance

- Date Completed:
- Date Completed:
- Date Completed:
- Date Completed:
- Date Completed:

Did Project Owner receive any external funding sources that directly reduce all or a portion of the final project costs incurred by Project Owner for the energy efficiency measures specified in any of the selected **Incentive Application(s)** for which Project Owner is requesting incentives (for example, state/federal funding, grants, discounts, rebates, incentives or other similar types of consideration (the Grant Funds))?

Yes No

Additional information may be required. The amount of Energy Trust incentive funding may never exceed an amount equal to final project costs minus Grant Funds received by Project Owner for the measures.

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Utility Information

If you are requesting payment for an installation incentive (as defined in the *Incentive Payment Type* section), you are required to fill out this *Utility Information* section. If you do not have account information at this time, you are required to provide it once accounts are established. Please attach any additional utility account numbers.

Electric Utility Information

| | |
|---------------------------------|---------------|
| Portland General Electric (PGE) | Pacific Power |
| | |
| Other Electric Utility: | |

Gas Utility Information or No gas on site

| | |
|--|---------------------|
| NW Natural (<i>include rate schedules, if available</i>) | Cascade Natural Gas |
| Rate Schedule: | Rate Schedule: |
| Other Gas Utility: | |

Energy Usage Release: Project Owner authorizes Energy Trust and its representatives to access the utility energy usage data for the project's electric and gas utility accounts at the physical address of the site property and represents that it has full authority to grant this authorization. If Energy Trust does not have such utility data, Project Owner hereby authorizes its electric or gas utility representative to release such data to Energy Trust. Project Owner further grants Energy Trust permission to discuss its energy efficiency project with the applicable utility account representative(s) designated to the accounts. Project Owner agrees to provide Energy Trust with such other reasonable assistance as may be necessary to obtain the necessary utility account information.

Signature

In addition to this **Payment Request**, I have submitted all required documentation as described in my signed **Incentive Application(s)**, including the Project Owner's signed W-9 stating the correct federal tax identification number and tax filing address. By my signature below, I represent and warrant to Energy Trust that I am authorized to sign this form on behalf of Project Owner and that the information provided herein is true and correct to the best of my knowledge.

| | | |
|-----------|-------|---------|
| Signature | Date | |
| | | |
| Name | Title | Company |

FOR MORE INFORMATION:

Please visit energytrust.org/business or call 1.877.467.0930