

## **TERMS AND CONDITIONS FOR MULTIFAMILY CONDOMINIUM ASSISTANCE**

As a condition to Conservation Services Group, Inc. (CSG) providing assistance to the below condominium homeowners' association (HOA) in connection with applying for certain incentives from the Energy Trust of Oregon Multifamily Home Energy Solutions program or the Oregon Department of Energy Business Energy Tax Credit (BETC), the HOA hereby acknowledges and agrees that:

- 1) Multifamily Home Energy Solutions accepts projects of 5 or more units; BETC program does not have such a restriction but only accepts projects with common area or exterior envelope measures.
- 2) Multifamily Home Energy Solutions accepts projects where the entire property is heated by PGE, Pacific Power, NW Natural or Cascade Gas; BETC accepts all utilities regardless of fuel source.
- 3) The project in question will include all units in the condominium. If there are separate phases to a project, they will be done in contiguous units by building (e.g. Bldg. A now; Bldg. B later).
- 4) The HOA is the program participant for the property, and as program participant will:
  - a. Designate one single contact for both Multifamily Home Energy Solutions and BETC;
  - b. Receive all incentives and credits;
  - c. Pay for any BETC review costs; and
  - d. Authorize and provide same day entry, facilitated by main contact or designee, to Multifamily Home Energy Solutions and the Oregon Department of Energy inspectors to all of the units for which the HOA receives funds.
- 5) The HOA further acknowledges and agrees that:
  - a. It cannot re-apply to Multifamily Home Energy Solutions for future "phases" within the same calendar year;
  - b. It must submit a single bid from one contractor (per measure) for both Multifamily Home Energy Solutions and BETC programs;
  - c. Receipt of Multifamily Home Energy Solutions window incentives will be conditioned on satisfying Multifamily Home Energy Solutions insulation requirements;
  - d. Only costs for which the HOA has both received and paid a bill from a third party vendor will be eligible costs under either program; and
  - e. Even though incentives may be provided for energy efficient measures or systems upon successful completion of MHS applications, no warranties of any kind are implied for such measures or systems by CSG or MHS or the Oregon Department of Energy; and
  - f. CSG assistance in connection with Multifamily Home Energy Solutions and BETC applications in no way guarantees that the HOA's application will be successful or ultimately approved by either the Multifamily Home Energy Solutions or the Oregon Department of Energy, and the HOA's failure to comply strictly with all terms and conditions of the programs, terms and conditions of either program's forms or with all applicable laws and regulations may result in the denial of its applications; and
  - g. CSG may terminate its assistance to the HOA at any time for any reason.

The undersigned expressly represents that s/he is authorized to sign this document on behalf of the HOA.

Name of Homeowner's Association: \_\_\_\_\_

Name of Authorized Representative: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*(A note about condominiums and HOAs: Condominiums are building complexes in which units of the property, such as apartments, are owned by individuals, and common parts of the property, such as the grounds and building structure, are owned jointly by the unit owners. In Oregon, condominiums are a form of real property ownership sanctioned under the Oregon Condominium Act. These statutes authorize a form of property ownership in which a condominium HOA holds title to the land or land lease, buildings, swimming pools, driveways and lawns.)*