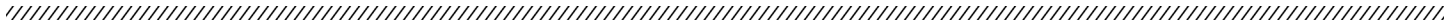


Trade Ally Training and Mileage Incentive Application

EPS New Construction | Incentive Application | Form 625_{TA}



Steps to completion:

- 1 Attend** an educational training between January 1, 2024 and December 31, 2024.
- 2 Complete** and sign application, including:
 - Attached proof of purchase
 - Completed W-9
 - Your signature
- 3 Submit** completed form and W-9 to:

Energy Trust of Oregon
EPS New Construction Program
 111 SW Columbia St, Suite 945
 Portland, OR 97204

1.855.575.4315 fax
eps@energytrust.org

Need-to-know information:

- Please allow up to 60 days for your receipt of payment. If a W-9 is required, the payment will be made to the name on the W-9.
- Energy Trust must receive applications within **90 days** from the date of completed training or trip.
- Energy Trust will pay training costs up to a maximum of \$250 per individual and up to \$1,200 per organization per calendar year.
- To be eligible for reimbursement, trainings must cover content related to energy efficiency in new homes.
- Incentive will not exceed the cost paid for the training and will take into consideration discounts and special offers with other organizations providing training funds.
- To ensure training will be approved for incentives, contact the Program for confirmation prior to taking the training.
- Verifiers can contact their Account Manager to request pre-approval for mileage reimbursement, prior to submitting this form.

Trade Ally Information

Energy Trust Use Only

PT ID

Company Name

Company Contact Name

Email Address

Mailing Address _____ City _____ State _____ Zip _____

Phone _____ Fax _____

Receipt or proof of purchase is included

Training Information

Training	Date	Location	Attendee Name	Cost of Training
				\$
				\$
				\$
				\$
				\$
				\$
Total Training Incentive Requested (not to exceed: \$250 per individual or \$1,200 total)				\$

Mileage Reimbursement

Date	From Address	To Address	Total Mileage	Reason for Trip

Mileage reimbursement is for outlying rural territories in approved Energy Trust regions only, with a maximum annual cap of \$2,000, paid at the current federal mileage rate.

Acceptance of Terms and Conditions

By signing this application, I verify that I am authorized to submit this application on behalf of the applicant listed above and that the information presented herein is true and correct. I understand and agree to the requirements and terms and conditions as set forth herein.



Trade Ally Authorized Representative Signature

Date

