



2012-13 SD Lighting rebate application – retrofit installation

All rebates greater than \$2,500 must be preapproved.

CUSTOMER INFORMATION - Customer must sign acknowledgement below.

Request No. _____

Name _____ **OTP Account No.** _____

Mailing Address _____

City _____ State _____ ZIP _____

Address of Installation (if different) _____

City _____ State _____ ZIP _____

Contact Person _____ Phone (_____) _____

Estimate annual elec. service bill \$ _____ Project cost \$ _____ Mechanical cooling (A/C)? yes no

- BUSINESS TYPE:**
- | | | | | | |
|--|--|---|---|--|--|
| <input type="checkbox"/> Hospital (4532) | <input type="checkbox"/> 24-hour facility (8234) | <input type="checkbox"/> College (5010) | <input type="checkbox"/> Elem/Sec School (2080) | <input type="checkbox"/> Office (3435) | <input type="checkbox"/> Restaurant (4156) |
| <input type="checkbox"/> Retail (3068) | <input type="checkbox"/> Hotel/motel (2697) | <input type="checkbox"/> LED exit lights (8760) | <input type="checkbox"/> Manufacturing (5913) | <input type="checkbox"/> Grocery/Supermkt (4612) | <input type="checkbox"/> Health (3392) |
| | <input type="checkbox"/> Warehouse (2388) | <input type="checkbox"/> Other/misc (2278) | <input type="checkbox"/> Exterior Lighting (3338) | | |

INSTALLATION INFORMATION - Complete this section for all installations.

Installing Contractor _____ Installation Date _____

Mailing Address _____ City _____ State _____ Zip _____

Email Address _____ Phone (_____) _____

A. Replaced: Lamps (bulbs) Fixtures

		Average annual hours of operation	Quantity	Watts	Watts removed
1A	<input type="checkbox"/> Fluorescent <input type="checkbox"/> Incandescent <input type="checkbox"/> Mercury vapor <input type="checkbox"/> Other _____	_____	_____ x _____	_____ = _____	
2A	<input type="checkbox"/> Fluorescent <input type="checkbox"/> Incandescent <input type="checkbox"/> Mercury vapor <input type="checkbox"/> Other _____	_____	_____ x _____	_____ = _____	
3A	<input type="checkbox"/> Fluorescent <input type="checkbox"/> Incandescent <input type="checkbox"/> Mercury vapor <input type="checkbox"/> Other _____	_____	_____ x _____	_____ = _____	
Total watts removed (A)					= _____

B. Installed:

		Average annual hours of operation	Quantity	Watts	Watts installed
1B	<input type="checkbox"/> High-efficiency fluorescent with electronic ballast <input type="checkbox"/> LED Exit <input type="checkbox"/> Other _____	<input type="checkbox"/> Hi-bay fluorescent/Induction <input type="checkbox"/> Pulse-Start MH <input type="checkbox"/> LED (hard-wired)	_____ x _____	_____ = _____	
2A	<input type="checkbox"/> High-efficiency fluorescent with electronic ballast <input type="checkbox"/> LED Exit <input type="checkbox"/> Other _____	<input type="checkbox"/> Hi-bay fluorescent/Induction <input type="checkbox"/> Pulse-Start MH <input type="checkbox"/> LED (hard-wired)	_____ x _____	_____ = _____	
3A	<input type="checkbox"/> High-efficiency fluorescent with electronic ballast <input type="checkbox"/> LED Exit <input type="checkbox"/> Other _____	<input type="checkbox"/> Hi-bay fluorescent/Induction <input type="checkbox"/> Pulse-Start MH <input type="checkbox"/> LED (hard-wired)	_____ x _____	_____ = _____	
Total watts installed (B)					= _____

REBATE CALCULATION (**See reverse side for rebate rates)

	**Rebate rate (from back)	x	Watt reduction (A minus B)	=	Rebate
Retrofit 1	\$ _____	x	_____	=	\$ _____
Retrofit 2	\$ _____	x	_____	=	\$ _____
Retrofit 3	\$ _____	x	_____	=	\$ _____

Rebate calculations for motion sensors

Type & manufacturer	Number installed	x	Cost per sensor	=	Total cost
_____	_____	x	\$ _____	=	\$ _____
					x 10% = \$ _____

Each motion sensor installed on _____-watt light(s) **TOTAL REBATE THIS CUSTOMER \$ _____**

CUSTOMER ACKNOWLEDGEMENT

I certify that I have purchased the equipment described on this form and that it is installed at the installation address indicated. I agree to the rebate requirements and guidelines on the reverse side of this page.

Customer signature _____ Date _____

Otter Tail Power Company
REP USE ONLY

Send check to CSC
 Send check to customer
Send check to Rep. _____
Visually inspected Yes No
Service Rep _____
Date _____

OFFICE USE ONLY

Approved _____
Date _____
Approved rebate amount:
\$ _____

White - Idea Center
Yellow - Customer Service Center
Pink - Customer

To receive your rebate:

1. **Complete all information on the reverse side of this form. This form will be returned to you, and your rebate possibly disallowed, if all information is not completed.**
2. Read requirements and guidelines below; sign and date form.
3. Attach a copy of the lighting invoice or receipt, including detailed equipment costs such as brand, wattage, catalog number, and separate labor costs. UL approval documentation must accompany rebate requests for reflector installations.
4. Bring or mail rebate form and attachments to your local Otter Tail Power Company office.
5. For help contact your local Otter Tail Power Company representative.
6. Allow 6 to 8 weeks for rebate processing.

Rebates for existing lighting system retrofits

EXISTING	REPLACED WITH	REBATE PER WATT SAVED
Low-efficiency incandescent	Screw-in type compact fluorescent and/or LED lamps	5¢
	High-efficiency fluorescent lamps AND electronic ballasts	20¢
	Hard-wired compact fluorescent	20¢
	High-pressure sodium lamps AND fixtures	20¢
	High-efficiency metal-halide lamps AND fixtures	20¢
	High-efficiency fluorescent lamps, electronic ballasts, and energy-saving reflectors	20¢
	High-efficiency induction lighting	20¢
Low-efficiency fluorescent	Hard-wired LED	20¢
	High-efficiency fluorescent lamps AND electronic ballasts	20¢
	High-pressure sodium lamps AND fixtures	20¢
	High-efficiency metal-halide lamps AND fixtures	20¢
	High-efficiency fluorescent lamps, electronic ballasts, and energy-saving reflectors	20¢
Mercury-vapor lamps	High-efficiency induction lighting	20¢
	Hard-wired LED	20¢
	High-efficiency fluorescent lamps AND electronic ballasts	20¢
	High-pressure sodium lamps AND fixtures	20¢
	High-efficiency metal-halide lamps AND fixtures	20¢
Standard HID	High-efficiency induction lighting	20¢
	Hard-wired LED	20¢
	High-efficiency fluorescent lamps AND electronic ballasts	20¢
	High-efficiency fluorescent lamps, electronic ballasts, and energy-saving reflectors	20¢
Magnetic or hybrid ballasts	Electronic ballasts	20¢
Exit lighting fixtures	High-efficiency exit lighting (Based on maximum demand reduction of 20 watts/fixture)	20¢
Motion sensors		10% of total cost

Lighting rebate requirements and guidelines

Otter Tail Power Company reserves the right to deny any rebate that does not meet program guidelines included below and to discontinue or modify the program at any time.

1. To be eligible for rebates reflectors cannot be used in conjunction with delamping, unless the fixture has been completely retrofitted including ballast and energy-efficient qualifying lamps. Reflector rebates apply to preformed reflectors only. Reflectors must be installed in the fixtures by a permanent means of attachment, have a minimum four-year warranty, have documented UL approval submitted with receipts, and result in the permanent removal of fluorescent lamps from the existing fixture and repositioning of the remaining lamps. Reflectors are eligible for rebates in existing buildings only. Installing reflectors should maintain satisfactory lumen level output.
 2. Outdoor lighting is eligible for rebates.
 3. Krypton or halogen lamps are not eligible for rebates. Other lamps or fixtures not specifically listed are not included in this program.
 4. **Customers can choose between financing or a rebate, where available.** Minimum rebate is \$20. Rebate will not exceed 75% of total lighting labor and material cost. No rebate will exceed 75% of annual electric service bill.
 5. **All rebates greater than \$2,500 must be preapproved.** Preapproval will ensure retrofit lighting qualifies for a rebate. (Phone 800-493-3299)
 6. Rebates for compact fluorescents are based on the difference between the wattage of the compact fluorescent bulb being installed and the incandescent wattage it is designed to replace. **(See Bulb Size Guide below.)**
 7. Lighting system design must meet present lighting standards established by I.E.S. and result in a minimum of 12% watt savings over standard installations.
 8. Continual operation depreciates the light output of any luminaire; therefore, the lighting installation should be designed and luminaire selected on the basis of average light levels over the product's lifetime rather than initial values.
 9. **Delamping does not qualify for rebates** unless reflectors are used in the fixture retrofit process. (See Item 1.) Rebates for fluorescent fixture replacement will be based on the same lamp/fixture ratio for removed versus installed fixtures. **For example:**

4-lamp 40-watt fixture =	192 watts (before)
2-lamp 32-watt with electronic ballasts, UL-approved reflector installed in total fixture changeout =	-61 watts (after)
	131 watts removed
	x .20 rebate/watt saved
	\$26.20 per total fixture
 10. Rebate applications must be submitted prior to December 24.
 11. Otter Tail accepts no responsibility for light level output. All lighting modifications and warranties are between the vendor and the owner.
 12. Otter Tail Power Company reserves the right to inspect any installation and to meter your installation up to 18 months after installation is complete to aid us in tracking the efficiency of the installation.
 13. Disposal costs may be associated with proper recycling of lighting technologies. The costs for disposal are the responsibility of the customer.
- NOTE:** According to the United States Environmental Protection Agency disposal of fluorescent lamps, high-intensity-discharge lamps, and ballasts must follow prescribed regulatory requirements. Neither fluorescent lamps nor ballasts may be disposed of as municipal waste. Businesses are advised to avoid breaking or crushing old fluorescent lamps and to store them safely for recycling.

Otter Tail Power Company advises customers to store old fluorescent lamps and high-intensity-discharge lamps following the Environmental Protection Agency guidelines described below:

- Store all used fluorescent lamps in an area and a manner that will prevent breakage.
- Label spent fluorescent lamp containers with the words: "Universal Waste Lamps" or "Used Lamps."
- Post notices to show employees where and how to store lamps.
- Ballasts may contain polychlorinated biphenyls (PCB). Storage and disposal of PCB ballasts must conform to the requirements of the Environmental Protection Agency and the South Dakota Department of Environment and Natural Resources.
- For more information about fluorescent lamps, high-intensity-discharge (HIP) lamps, and ballast storage and disposal requirements, refer to the South Dakota Department of Environment and Natural Resources web site at <http://www.state.sd.us> or call 605-773-3151.

BULB SIZE GUIDE	
INCANDESCENT BULB	COMPACT FLUORESCENT
Watts (lumens)	Watts (lumens)
25 (220)	5 (210)
40 (480)	7 (400)
60 (890)	13 (900)
75 (1210)	18 (1250)
100 (1710)	27 or 26 (1800)
150 (2740)	39 or 36 (2610)