

## This application covers equipment installed by December 31, 2026

Thank you for applying to CenterPoint Energy's Building Tune-Up Program ("Program"). The Program provides a study focused on optimizing the energy performance of a facility by identifying no-and low-cost energy-saving adjustments ("Study"). The Program offers technical assistance and financial rebates to help Indiana customers improve the efficiency of their building automation system ("BAS") and reduce energy costs without adversely affecting facility comfort or system operations. To confirm your eligibility and ensure your application is complete, please review the information below. Remember to keep copies of your completed application and all related invoices for your records. For full program terms and conditions, visit the official CenterPoint Energy website [CenterPointEnergy.com/INBusinessRebates](https://www.CenterPointEnergy.com/INBusinessRebates).

**Important: projects must be preapproved by CenterPoint Energy prior to purchasing or installing equipment.**

### Need help?

For assistance completing this application, call 855-220-1399 to speak with an Energy Efficiency Advisor or email [IndianaBizPrograms@CenterPointEnergy.com](mailto:IndianaBizPrograms@CenterPointEnergy.com).

### What you will need

- Your CenterPoint Energy natural gas and/or electric account number
- The completed Program application (signed and dated)

## How to apply

### Step 1: determine eligibility

#### Applicant

**Existing facility:** for efficiency improvements identified by the Study at an existing facility, the applicant must be a current CenterPoint Energy of Indiana ("CenterPoint Energy") business customer.

- For electric-saving project(s), applicant must be a non-residential electric customer.
  - CenterPoint Energy customers who have elected to opt out of participating in CenterPoint Energy's energy efficiency programs are not eligible.
- For natural gas-saving project(s), applicant must be a natural gas customer on rate 120, 125, 220, or 225.
  - Generally, facilities are required to be CenterPoint Energy electric customers to qualify, but natural gas only customers may be considered on a case by case basis.
- Facilities must be  $\leq 150,000$  square feet with  $< 500$  kW peak demand. (Facilities  $> 150,000$  square feet and/or  $> 500$  kW may still apply, but the minimum spending commitment by the customer is subject to increase.)
- Facilities without a centralized BAS or with  $< 350,000$  kWh annual electric usage may not be eligible.

### Step 2: complete application

### Step 3: submit application

Submit your completed application.

**Email (preferred):**  
[IndianaBizPrograms@CenterPointEnergy.com](mailto:IndianaBizPrograms@CenterPointEnergy.com)

**Fax:** (608) 829-2723

**Mail:**  
Resource Innovations  
ATTN: CenterPoint Energy Rebate Programs  
1232 Fourier Drive Suite 125, Madison, WI 53717

### Step 4: receive preapproval & final documentation

#### Approval process for study participation

Please allow up to two weeks for your application to be reviewed. Participants must commit to a minimum project spend of \$5,000. Program acceptance may be based on the anticipated energy savings of your project.



## Facility information

### Facility general description

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Building type <small>(e.g. SIC/NAICS code)</small>	Facility size (ft <sup>2</sup> )	Percent conditioned	Year built	No. of floors
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Outline the major facility spaces (e.g. 10,000 ft<sup>2</sup>, 24-hour computer center that is unoccupied).

Space/location	No. of occupants	Scheduled hours and days of occupancy

Briefly describe past energy-efficiency projects or studies completed for the facility, including services similar to building tune-up.

Describe any currently planned energy-efficiency, renovation, or equipment replacement/upgrade projects for the facility.

Are there any scheduling issues that could affect the building tune-up work (e.g., major renovations or equipment replacements/upgrades)?

#### Equipment control

Please indicate the level of access and capability the chief facility engineer, staff, and/or controls contractor have to interact with the facility's BAS (select one):

- None
- Some (e.g., able to adjust set points and schedules)
- Full (e.g., able to modify control logic and trend facility data)

Identify the type and manufacturer of the facility's BAS. If the facility does not have an automated control system, please indicate.

Is the BAS capable of trending and storing data for numerous points simultaneously?  Yes  No  Don't know

When is the BAS likely to be replaced or receive a major upgrade?

If the BAS is managed externally, please provide contact information:

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Business name (of the BAS specialist)	Contact name
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Contact phone	Contact email address
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### Equipment detail (optional)

Describe the age and availability of any as-built drawings and sequences of operation for the facility's HVAC system.

Summarize problems or opportunities for improvement that currently exist related to the HVAC and lighting systems.

Describe any opportunities for improved operation and maintenance procedures at the facility.

What is currently the most prominent issue related to operation of the HVAC and lighting systems, and how is it being managed?

What is the primary source of occupant complaints within the facility?

## Program agreement

**Program rebate and customer commitment:** customers accepted into the Program qualify to receive the Program-funded Study and cash incentives to cover up to 100% of implementation costs, with a maximum payout of \$5,000. In exchange for these Program incentives, the customer named in the Program Application ("Customer") is agreeing to select at minimum \$5,000 worth of recommendations identified in the Study ("Minimum Customer Spending Commitment"). For projects at natural gas only customer facilities, incentives are capped at \$5,000, \$1/therm, or 100% of implementation cost, whichever is less. If incentives are capped below \$5,000, Minimum Customer Spending Commitment will be capped at an amount equal to the incentive cap. Customer has discretion as to which recommendations are selected to meet the Minimum Customer Spending Commitment. If the Study is not able to identify a sufficient number of recommendations to satisfy the Minimum Customer Spending Commitment, the Program Administrator may reduce or waive the Minimum Customer Spending Commitment. Additional opportunities that are not part of the minimum customer spending commitment may be identified in the study and may be eligible for custom and prescriptive rebates. Costs unrelated to the measurement or implementation of the recommendations identified by the Study do not count toward the Minimum Customer Spending Commitment. Customer acknowledges that Customer is responsible for separately arranging and paying for the implementation of recommendations made in the Study. All recommendations selected by Customer must be implemented within 60 days from receiving the Study. Upon completion of the recommendations, Customer shall provide the Program Administrator with written (email is sufficient) notification stating that the recommendations are implemented and operational.

To the extent that the Program Administrator determines (in its sole and reasonable discretion) that the Customer failed to fulfill the terms in this Program Agreement, the Customer shall pay the Program Administrator the time and material costs accrued for the approved Study, not to exceed \$30,000, within 60 calendar days of written notice from the Program Administrator. The Customer may be required to refund some or all of the incentives if the measures do not remain (or were not) installed for a period of five (5) years or the end of the product life, whichever is less.

## Program agreement (cont.)

**Terms and conditions:** this Program is available to non-residential CenterPoint Energy customers. Energy-saving opportunities must be installed in a qualified CenterPoint Energy customer space. This Program Agreement incorporates by reference the CenterPoint Energy Program Terms and Conditions ("Terms and Conditions") located at [CenterPointEnergy.com/INBusinessRebates](https://www.CenterPointEnergy.com/INBusinessRebates). The Terms and Conditions set forth additional terms governing Customer's participation in the Program including but not limited to limiting the liability of CenterPoint Energy and the Program Administrator, establishing the laws that govern this Program Agreement, and the process for disputes.

**Disclaimer:** CenterPoint Energy of Indiana does not guarantee that energy efficiency measures purchased and installed or services provided through this Program will result in energy and costs savings.

**Entire agreement:** the terms set forth herein, including all attachments and incorporated references, constitute a complete statement of the terms and conditions applicable to the Program and supersede all prior representations or understandings, whether written or oral. CenterPoint Energy and Program Administrator shall not be bound by or be liable for any statement, representation, promise, inducement or understanding of any kind that is not set forth herein.

### Sign application

**By signing below, I certify that:**

1. As the Customer Representative, I have the authority to bind the Customer to the Program Agreement;
2. I have read, understand, and agree to be bound by and comply with the terms set forth, herein and such other terms as set forth in the CenterPoint Energy Program Terms and Conditions;
3. The information provided to CenterPoint Energy or Program Administrator in and as part of this Application is accurate and complete and I will notify CenterPoint Energy immediately of any changes to the information.
4. **The number shown on this form is my correct federal Taxpayer Identification Number (or I am waiting for a number to be issued to me), and**
5. **I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and**
6. **I am a U.S. citizen or other U.S. person, and**
7. **The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.**

**The Internal Revenue Service does not require your consent to any provision of this document other than the certifications required to avoid backup withholding.**

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Customer representative signature

Printed name

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Title

Date