



Multifamily Energy Efficiency Program

Rebate Reservation Request

To reserve incentives from the PNM Multifamily Energy Efficiency Program, please complete this form and return to multifamily@pnm.com or mail to PNM Multifamily Energy Efficiency Program, 4221 Balloon Park Rd NE, Suite A, Albuquerque, NM 87109. For assistance completing this form, call 1-888-554-3323.

Part I: Property and Contact Information

For Internal Program Use Only					
Project ID 222970-	Date Received	Selected for Pre-Inspection <input type="checkbox"/> Yes <input type="checkbox"/> No		Pre-Inspection Date	
Property Information					
Property Name		Total No. Dwelling Units		No. Low-Income Units	
Property Street Address		Property City		Property State	Property Zip
Year Constructed	Year Renovated	No. Buildings	No. Floors	Total Bedrooms	Conditioned Floor Area
Common Areas (check all that apply) <input type="checkbox"/> Community room <input type="checkbox"/> Interior hallways <input type="checkbox"/> Laundry room <input type="checkbox"/> Lobby <input type="checkbox"/> Lighted parking <input type="checkbox"/> Pool <input type="checkbox"/> Other (describe):					
Property Owner Company Name			Property Manager Company Name		
Project Information					
Project Contact Name			Project Contact Company		
Project Contact Mailing Address			Project Contact City	Contact State	Contact Zip
Project Contact Email				Project Contact Phone	
Project Type: <input type="checkbox"/> Trade Ally <input type="checkbox"/> Self-Install		Estimated Project Start Date		Estimated Project Completion Date	
PNM Multifamily Energy Efficiency Program offerings influenced this project through: <input type="checkbox"/> Added scope/upgrades <input type="checkbox"/> Increased efficiency of upgrades <input type="checkbox"/> No adjustments to the planned upgrades					
PNM Customer Information					
Customer Name			Customer Company		
Customer Billing Address			Customer City	Customer State	Customer Zip
Billing Account Number			Utility Rate ID	Electric Utility Metering <input type="checkbox"/> Individual (tenant-paid) <input type="checkbox"/> Master	
Contractor Information					
Contractor Contact Name			Contractor Company		
Contractor Street Address			Contractor City	Contractor State	Contractor Zip
Contractor Email Address			Contractor Phone Number	Contractor License Number	

Part II: Project Upgrades and Incentives

Please review the Participant Handbook for specific upgrade requirements prior to completing Part II of this form. For custom measure energy savings, please consult a PNM Multifamily Energy Advisor prior to submitting this form.

Insert project quantities in the tables A through H. Rebate amounts will auto calculate if completed electronically. PNM Multifamily Energy Efficiency Program personnel will complete incentive boosts and totals on page 5.

Sign and date the bottom of page 5.

A. Direct Install by Trade Ally

To be completed only by an approved Trade Ally. Find the list at PNMmultifamily.com/participating-trade-allies.

Upgrade	Location	Rebate	Unit	Quantity	Reservation Amount (\$)
LED Lamp Installed	In-unit		Lamp		
LED Lamp Product Only	In-unit		Lamp		
LED Lamp Installed	Common area		Lamp		
LED Exit Sign	Common area		Fixture		
Faucet Aerator	In-unit bathroom		Aerator		
Low-Flow Showerhead	In-unit		Showerhead		
Direct Install Subtotal					

Direct Install Specifications

LED Lamps

Must be ENERGY STAR qualified and replace an incandescent bulb. In-unit installation limited to living, kitchen, and patio areas. Limit 5 per dwelling unit. No limit in common areas.

LED Exit Sign

Must replace incandescent or fluorescent exit sign.

Faucet Aerators

Must reduce bathroom lavatory flow to 0.5 gpm from 2.2 gpm or higher. Must have electric water heating and install aerators in all bathrooms in unit to qualify.

Low-Flow Showerheads

Must reduce showerhead flow to 1.5 gpm or less from 2.5 gpm or greater. Must have electric water heating to qualify.

B. Lighting

Upgrade	Location	Rebate	Unit	Quantity	Reservation Amount (\$)
LED Lamp	In-unit		Lamp		
LED Fixture	In-unit		Fixture		
LED T8 Fixture	In-unit kitchen		Lamp		
LED Lamp	Common area		Lamp		
LED Fixture	Common area		Fixture		
LED T8 Fixture	Common area		Lamp		
LED Exit Sign	Common area		Fixture		
Occupancy Sensor	Common area		Control		
LED Exterior Wall Pack	Site exterior		Fixture		
LED Exterior Pole Fixture	Site exterior		Fixture		
Trade Ally-Installed Lighting	In-unit		Annual kWh Saved		
Trade Ally-Installed Lighting	Common area		Annual kWh Saved		
Trade Ally-Installed Lighting	Site exterior		Annual kWh Saved		
Lighting Subtotal					

Lighting Specifications

LED Lamps

Must be ENERGY STAR qualified and replace an incandescent bulb.

LED Fixtures

Must be pin-based and replace an existing hardwired incandescent fixture that is rated ≥ 60 watts.

LED T8 Fixtures

Must replace T12 or T8 fluorescent fixture. Fixture ballast retrofit and installation of approved linear lamps acceptable.

LED Exit Sign

Must replace incandescent or fluorescent exit sign

Occupancy Sensor

Only passive infrared and ultrasonic detectors are eligible. Sensors must be hardwired and control interior lighting fixtures. Must control a minimum of 180 watts to qualify.

C. Dwelling Unit Space Heating and Cooling

Are you currently participating in the PNM Power Saver Program? Yes No

Upgrade	Rebate	Unit	Quantity	Reservation Amount (\$)
Split Air Conditioner 15+ SEER		Air Conditioner		
Split Air Conditioner 16+ SEER		Air Conditioner		
Split Air Conditioner 18+ SEER		Air Conditioner		
Split Heat Pump 15+ SEER/8.4+ HSPF		Heat Pump		
Split Heat Pump 16+ SEER/8.8 HSPF		Heat Pump		
Split Heat Pump 18+ SEER 9.2 HSPF		Heat Pump		
Packaged Terminal Air Conditioner 9.8+ EER		PTAC		
Packaged Terminal Air Conditioner 10.6+ EER		PTAC		
Packaged Terminal Heat Pump 9.8 EER/2.9 COP		PTHP		
Packaged Terminal Heat Pump 10.6 EER/3.1 COP		PTHP		
Heating and Cooling Subtotal				

Space Heating and Cooling Specifications

Split Air Conditioning and Heat Pumps

If replacing an existing split system, the existing system must be rated 14 SEER or lower.

Packaged Terminal Air Conditioners and Heat Pumps

If replacing an existing packaged system, the existing PTAC or PTHP must be rated 9.0 EER or lower.

D. Domestic Hot Water Distribution

Upgrade	Location	Rebate	Unit	Quantity	Reservation Amount (\$)
Faucet Aerator	In-unit bathroom		Aerator		
Low-Flow Showerhead	In-unit shower		Showerhead		
Hot Water Demand Control – Electric system	Common water heater/boiler		Dwelling unit served		
Hot Water Demand Control – Gas system	Common water heater/boiler		Dwelling unit served		
Domestic Hot Water Distribution Subtotal					

DHW Distribution Specifications

Faucet Aerators

Must reduce bathroom lavatory flow to 0.5 gpm from 2.2 gpm or higher. Must have electric water heating and install aerators in all bathrooms in unit to qualify.

Low-Flow Showerheads

Must reduce showerhead flow to 1.5 gpm or less from 2.5 gpm or greater. Must have electric water heating to qualify.

Hot Water Demand Controls

Rebate applies to new installations on existing hot water systems serving multifamily dwelling units. Controllers must be able to log the daily demand pattern of domestic hot water use and lower temperatures during low use periods. Must have a by-pass switch for allowing service to the water heater/boiler.

E. Dwelling Unit Appliances

Upgrade	Rebate	Unit	Quantity	Reservation Amount (\$)
ENERGY STAR Refrigerator		Refrigerator		

Appliance Specifications

Refrigerators

ENERGY STAR qualified refrigerator replacing refrigerator 10 years or older. Participants may be eligible for additional \$50.00 rebate for appliance recycling.

F. Windows

Upgrade	Rebate	Unit	Quantity	Reservation Amount (\$)
Windows		Annual kWh Saved		
Window Film		Annual kWh Saved		
Window Subtotal				

Window Specifications

Windows and Window Film

Please contact the Multifamily Energy Efficiency Program for assistance in calculating window and window film upgrade savings prior to completing of the Rebate Reservation Form.

G. Custom Energy Efficiency Upgrades

Upgrade	Rebate	Unit	Quantity	Reservation Amount (\$)
Custom Upgrade:		Annual kWh Saved		
Custom Upgrade:		Annual kWh Saved		
Custom Upgrade:		Annual kWh Saved		
Custom Upgrade Subtotal				

Custom Upgrade Specifications

Custom Upgrade

Please contact the Multifamily Energy Efficiency Program for assistance in calculating custom upgrade savings prior to completing of the Rebate Reservation Form. Include supporting upgrade information (specified by Program personnel) with this form.

Rebate Subtotal (B through G)	
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H. Incentive Boosts

To be completed by PNM Multifamily Energy Efficiency Program personnel.

Upgrade	Percentage of Low-Income Units	Incentive Boost	Reservation Amount (\$)
Low-Income Boost			
1,200/unit Savings Boost			
1,400/unit Savings Boost			
1,600/unit Savings Boost			
Summer Sale Boost			
Boost Subtotal			

Total Incentive Reservation (A through H)	
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Signature

By signing this Rebate Reservation Form, I agree to the following terms and conditions:

- I have supplied true, correct and complete information in the Property Evaluation Form, subsequent phone and email correspondence with the Multifamily Energy Efficiency Program, and on this Rebate Reservation Form.
- I agree to release project name, billing records, billing history, all meter usage data used for bill calculation and other identifying characteristics to the Multifamily Energy Efficiency Program, to allow this information to be used in reports and other materials evaluating this Program.
- I have read, understand and agree to abide by Program rules in the Multifamily Energy Efficiency Program Participant Handbook, and the additional Terms and Conditions set forth in Appendix A hereto.
- I represent I have the requisite legal authority to bind the party on whose behalf I am signing this Agreement

Customer Applicant Name

Signature

Date

Trade Ally Applicant Name

Signature

Date

Rebate Reservation Form - APPENDIX A

Terms and Conditions

1. DEFINITIONS. The following capitalized terms shall have the meanings set forth below:

- (a) "Agreement" means, collectively, the Rebate Reservation Form, these Terms and Conditions and the Program's policies and procedures contained in the Multifamily Energy Efficiency Program Participant Handbook ("Participant Handbook") at PNM.com/multifamily.
- (b) "Building" means a multifamily residence located in PNM service territory.
- (c) "Participating Contractor" means a licensed contractor enrolled as a trade ally in the Program, with qualifications identified in the Participant Handbook.
- (d) "Customer" means the Owner or Property Manager of a Building who has sufficient authority to grant permission for entry to the Building and for the installation of the Upgrades.
- (e) "Field Quality Control Inspector" or "Field QC" means an individual instructed by Implementer to perform an on-site inspection of the completed energy efficiency upgrades by Participating Contractor, verifying the proper installation of the Upgrade(s), accuracy of the test-out data and CAS results, and remediation of CAS issues or other corrective actions identified.
- (f) "Implementer" means a business entity engaged by and authorized by PNM to administer, implement and market the Program, subject to certain terms and conditions.
- (g) "Post Upgrade Incentive" means the monetary incentive paid by or on behalf of PNM to Customer pursuant to the Program's rules after the energy efficiency upgrades have been completed and verified by a Field QC.
- (h) "Program" means the PNM Multifamily Energy Efficiency Program established in PNM's 2014 Energy Efficiency and Load Management Program Plan and approved by the New Mexico Public Regulation Commission, as such may be amended or updated from time to time.
- (i) "Project" means the Upgrade(s) to be installed as set forth in the Rebate Reservation Form.
- (j) "Term" shall have the meaning set forth below in Section 10.
- (k) "Upgrade" shall have the meaning set forth below in Section 3.

2. ELIGIBILITY: The Program offers the Post Upgrade monetary incentives to Customers and Participating Contractors. In order to receive these incentives a Customer must meet the following eligibility requirements and remain compliant throughout the Term:

- (a) Building(s) receives electric service from PNM;
- (b) the Building has at least five (5) dwelling units, or belongs to a property of multiple 4-unit buildings;
- (c) Customer employs a Participating Contractor or other appropriately licensed professional to install the Upgrades;
- (d) Customer will provide PNM and/or its Implementer all Upgrade information requested;
- (e) Customer will provide Participating Contractor and Field QC reasonable access to the Building and dwelling units within the Building;
- (f) The Upgrades will be completed by December 31, 2017.

3. QUALIFYING PROJECTS AND UPGRADES: A qualifying Project includes electric energy efficiency upgrades identified in the Participant Handbook: (collectively, the "Upgrades"). A Project may not qualify under this Program if any electric energy efficiency upgrades, including energy efficiency equipment purchased or services contracted for, are installed prior to August 3, 2015. A project may not receive rebates through the Multifamily Energy Efficiency Program for products or services that have been subsidized through other upstream, midstream, direct install, or rebate programs implemented on behalf of PNM.

4. INCENTIVE AMOUNTS: Upgrade Incentives for Qualifying Projects are in the Program brochures and documentation at: www.pnm.com/multifamily. These incentives will be paid after successful completion and quality control. The Upgrade Incentive may only be valid for one program cycle and cannot exceed the amount of the installation cost.

5. IMPLEMENTATION OF WORK AND PAYMENT OF UPGRADE INCENTIVES: Customer agrees to evaluate and select a Contractor they deem best to install the Upgrades. Customer is responsible to pay applicable co-payments to the Contractor for each Upgrade installed. When PNM or Implementer confirms the installation of all Upgrades are satisfactorily completed, and after any requests from the Field QC to conduct a Post-upgrade inspection if applicable, Implementer will make arrangements for payment of the total amount of the Post Upgrade Incentives.

6. **CUSTOMER INFORMATION:** Customer agrees to provide follow-up information to PNM or its Implementer necessary and reasonable to process Customer's Rebate Reservation or Request Forms. Such information may include without limitation, electric consumption data and electric energy savings for the Building.
7. **TAX LIABILITY and CREDITS:** Customer acknowledges that neither PNM nor its Implementer is responsible or liable for any taxes which may be imposed as a result of Upgrades installed.
8. **ELIGIBILITY AND REBATE DISPUTES:** If any dispute, excluding disputes among Participating Contractor and Customer, arises under the Agreement concerning the eligibility requirements of a Building, an Upgrade, the Project, or the amount of the Post Upgrade Incentive, that is not settled promptly, the parties shall first seek to resolve any such dispute between them by timely negotiating in good faith in face-to-face negotiations. These face-to-face negotiations shall be conducted by the respective designated individuals of Customer, Implementer and PNM, to seek resolution of the dispute. If the parties are unable to resolve the dispute between them within thirty (30) business days following their commencement (or within such other period as the parties may otherwise mutually agree upon), then either party may pursue available legal and equitable remedies.
9. **PROGRAM CHANGES:** PNM reserves the right, in its sole discretion, to change, modify, or terminate this Program, or the Program rules and terms, (including without limitation, the Program requirements, scope or Term) upon notice at any time without penalty or any liability to Customer. Notwithstanding the foregoing, PNM and Implementer will honor all written commitments made to a Customer prior to the effective date of any change, modification or termination, provided the Upgrades are completely installed within the time period specified in the Reservation Letter.
10. **PROGRAM EXPIRATION:** This Program, and the Agreement, will expire upon the earlier of (a) December 31, 2017, (b) the date when the funds made available for the Program are depleted, or (c) when the Program is terminated (the "Term"). All Post Upgrade Incentives approved by or on behalf of PNM prior to this date will be honored by PNM.
11. **DISCLAIMER:** PNM and its Implementer make no representations or warranties, expressed or implied, and do not guarantee that implementation of the Upgrades or use of the equipment purchased or installed pursuant to this Program will result in energy cost savings. Accordingly, PNM recommends that Customer consider engaging qualified engineers or other consultants to evaluate the risks and benefits this Project may have relating to energy consumption, cost savings, and/or operation of the Building.
12. **CUSTOMER'S CONTRACTOR:** Customer has the discretion to choose any Contractors that are currently participating as a trade ally in the Program and in good standing, or other appropriately licensed Contractor.
13. **INSTALLATION REQUIREMENTS:** All Upgrades must be in full compliance with the requirements of all applicable laws, ordinances, rules, and regulations of federal, state, and local authorities or any other authorities having governmental and regulatory jurisdiction. In the removal of old equipment from the Building, Customer or its Participating Contractor must remove and dispose of any and all equipment or materials that are replaced or removed in accordance with all applicable laws, rules and regulations. In performing the work, Customer shall obtain or cause its Contractors to obtain all legally-required building permits.
15. **CUSTOMER FEEDBACK:** This Program is intended to inform best practices for designing and implementing a future multifamily energy efficiency programs, feedback from Customer is necessary. Reasonable efforts will be made by PNM and/or its Implementer to gather Customer input and feedback in a manner convenient to Customer, and Customer agrees to provide reasonably detailed feedback to Program Implementer via interview and/or surveys.
17. **INDEMNIFICATION:** Customer shall indemnify, defend and hold PNM, its affiliates and their respective directors, officers, employees, agents, successors and assigns (collectively, the "PNM Indemnities") from and against any and all claims, damages, costs, expenses, (including attorneys' fees and court costs) and liabilities (including settlements) brought or asserted by any third party against the PNM Indemnities resulting from, arising out of or related to any claims for damages, release of information, energy usage data arising out of this Project and Agreement.
18. **MISCELLANEOUS:**
- (a) **GENERAL.** This Agreement constitutes the entire agreement between the parties on this subject, and it supersedes any other prior oral or written agreements or understandings on this subject. Except to the extent specifically provided otherwise herein, amendments to this Agreement must be in writing and signed by a duly authorized officer of each party. If any part of this Agreement is invalid, illegal or unenforceable for any reason, the remainder shall remain in full force and effect.
 - (b) **ASSIGNMENT.** Customer may not assign, delegate, or otherwise transfer this Agreement, including the rights and obligations in whole or in part, to any third party, without PNM's prior written consent. This Agreement is binding upon the successors and permitted assigns of the Parties.
 - (c) **INDEPENDENT CONTRACTORS.** Customer, PNM, and Implementer are independent contractors and nothing contained in this Agreement will be deemed or construed in any manner whatsoever as creating any partnership, joint venture, employment, agency, or fiduciary duty between Customer, PNM, and/or Implementer. Each party shall bear all of its own costs and expenses in performing its obligations under this Agreement.
 - (d) **GOVERNING LAW.** This Agreement will be governed by and interpreted in accordance with the laws of the State of New Mexico, without regard to the conflicts of laws principles.