

Window Retrofit Program

For small commercial wood frame locations with electric heat

Business Owner
Information Form

To be completed by utility account holder and installation contractor. Answer the following questions based on the small commercial location. All fields are required.

Official Use Only:
Customer ID

This program is focused on energy savings, for small commercial spaces that are upgrading their current windows.

Contact Information

Contact name:		
Primary phone:	Alternative phone: Cell Work	Email address:
Site address:		City/ State/ Zip code:
Mailing address: (if different from site address)		City/ State/ Zip code:

Site Requirements

Check each box to verify the following requirements have been met:

<input type="checkbox"/> The building is an electrically heated wood-frame building less than 5,000 square feet.
<input type="checkbox"/> The building currently has single pane windows, or single pane windows with storm windows.

Site Information

Business type (Please Describe):
Hours of operation:
What is the square footage of the small commercial location (Enter number of sq. ft):
What type of heat does the location have? Ceiling Wall Baseboard Radiant Heat pump Other electric heat:
What is the pre-existing window type? Single pane Single pane w/storm shutters
Does the site have a natural gas meter? Yes No
Has the same tenant or business type occupied the site for at least 24 months? Yes No
If no, please explain:
Year building was constructed:
Does the site have air conditioning? Central Zonal None
Has the site been weatherized/insulated? Yes No If yes, what year?
Will other energy efficiency measures be installed at the same time as the window retrofit? Yes No
If yes, please describe:

Signature is required on following page.

Installation Information

Contractor company name:			Date of installation:	
Total installed cost, including: equipment, labor, electrical, tax, permit and other (prior to rebate): \$				
Material cost: \$	Labor cost: \$	Tax cost: \$	Permit cost: \$	Other cost: \$
Are you replacing all windows in the building?		Yes	No	
Total square feet of windows in building:				
Total square feet of windows that were replaced:				

Detailed Description of Windows Installed

	Quantity	Window Description	Window Square Footage	Window U-Value
Window Type 1				
Window Type 2 (if more than one type installed)				
Window Type 3 (if more than two types installed)				

Billing Release To be filled out by the electrical utility account holder.

INFORMATION TO BE RELEASED: The undersigned utility customer requests and authorizes the specified utility to release billing and usage information for the account listed below to Bonneville Power Administration. With this authorization, Bonneville Power Administration can request billing information for at least two years pre-installation and one year post-installation. The utility customer also hereby releases the utility company from any and all liability arising from or connected with providing this information.

Electric utility name:		Electric utility account number:	
Account holder signature: (by typing your name you agree to release the information described above)		Account holder name:	Date:

Business Owner Signature

By signing (typing your name), the business owner certifies that he/she is in compliance with the above terms and conditions.

Signature	Date
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Building Owner Signature If different from business owner

By signing (typing your name), the business owner certifies that he/she is in compliance with the above terms and conditions.

Signature	Date
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