



139 E. BROADWAY AVENUE
WESTERVILLE, OH 43081
t. (614) 901-6700
BUSINESSWISE@WESTERVILLE.ORG

**PRE-APPROVAL APPLICATION FORM
FOR LARGE BUSINESSES ONLY**

DATE _____ ACCOUNT # _____
LEGAL COMPANY _____
DBA _____
INSTALLATION ADDRESS _____
CITY _____ STATE _____ ZIP _____

APPLICANT/PROJECT CONTACT

COMPANY NAME _____ CONTACT _____
ADDRESS _____
CITY _____ STATE _____ ZIP _____
PHONE _____ EMAIL _____

PROPERTY OWNER SAME AS APPLICANT

NAME _____ CONTACT _____
ADDRESS _____
CITY _____ STATE _____ ZIP _____
PHONE _____ EMAIL _____

TENANT/OCCUPANT SAME AS APPLICANT

BUSINESS NAME _____ CONTACT _____
ADDRESS _____
CITY _____ STATE _____ ZIP _____
PHONE _____ EMAIL _____

CONTRACTOR SAME AS APPLICANT

BUSINESS NAME _____ CONTACT _____
ADDRESS _____
CITY _____ STATE _____ ZIP _____
PHONE _____ EMAIL _____

PAYMENT REMITTANCE (NOTE: PAYMENTS WILL BE MADE TO LEGAL COMPANY NAME)

ADDRESS _____
CITY _____ STATE _____ ZIP _____



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BUILDING INFORMATION

- NEW BUILDING BUILDING ADDITION GENERAL EFFICIENCY UPGRADES OTHER

DESCRIPTIVE NARRATIVE OF ENERGY PROJECT TO BE IMPLEMENTED. INCLUDE DETAILS RELATED TO EXISTING AND PROPOSED SYSTEM(S) AND REASON FOR PROJECT. FOR LIGHTING PROJECTS, PLEASE JUSTIFY WHICH REBATE TIER YOUR PROJECT SHALL BE CLASSIFIED UNDER. REFER TO SECTION 1.10.1 OF THE TERMS AND CONDITIONS FOR MORE INFORMATION.

HOW WILL THIS PROJECT ACHIEVE FACILITY/PROCESS ENERGY CONSUMPTION SAVINGS (TECHNICAL RESPONSE)?

DESCRIBE BASELINE SYSTEM OR EQUIPMENT FROM WHICH ENERGY SAVINGS ARE BEING ESTIMATED. INCLUDE A DESCRIPTION OF LOADS SERVED BY THE EQUIPMENT AND THE ASSOCIATED OPERATING HOURS. SEE TERMS AND CONDITIONS FOR BASELINE ASSUMPTION REQUIREMENTS: WESTERVILLE.ORG/BUSINESSWISE.

ESTIMATED SAVINGS

ANTICIPATED PROJECT COMPLETION DATE: _____

ARE SUFFICIENT FUNDS BUDGETED FOR PROJECT COMPLETION? _____

ESTIMATED ANNUAL ENERGY SAVINGS (KWH/YEAR): _____

ESTIMATED SUMMER PEAK DEMAND REDUCTION (KW/MONTH): _____

ESTIMATED ANNUAL ENERGY COST SAVINGS (DOLLARS/YEAR): _____

ESTIMATED PROJECT COST (IN DOLLARS) INCLUDING LABOR AND MATERIALS: _____

ESTIMATED SIMPLE PAYBACK (IN YEARS): _____



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REQUIRED DOCUMENTS

- Completed pre-approval application form.
- W-9 signed by the property owner (not contractor).
- List of existing equipment or materials that are to be replaced in the project. Include manufacturer, model, HP or kW ratings, efficiency rating, etc. (provide technical product literature or specification sheets, if available).
- List of new equipment or materials proposed for the project. Include manufacturer, model, HP or kW ratings, efficiency rating, etc. For new and major renovation projects, please submit drawings for review prior to permitting, per program Terms and Conditions.
- Specification sheets and submittals of all proposed equipment.
- Energy savings calculations. Include all assumptions, calculation methodology, engineering tools, resources and equations used to determine savings (see Section 1.13 of the program's Terms and Conditions for requirements). Contact the City of Westerville with requests for assistance with energy savings calculations.
- Line item detail of cost estimates and quotes, if obtained.

I certify that the statements made in this application are correct to the best of my knowledge and I have read and agree to the program Terms and Conditions. Electronic signatures are acceptable.

SIGNATURE OF APPLICANT

DATE

PRINTED

COMPLETED APPLICATIONS AND DOCUMENTATION SHOULD BE SUBMITTED ELECTRONICALLY TO:

TARA TRIGG, BUSINESS MANAGER
CITY OF WESTERVILLE - ELECTRIC DIVISION
BUSINESSWISE@WESTERVILLE.ORG

IF YOU HAVE ANY QUESTIONS RELATED TO THE BUSINESSWISE PROGRAM, PLEASE CALL THE WESTERVILLE ELECTRIC DIVISION AT (614)901-6700, VISIT WWW.WESTERVILLE.ORG/BUSINESSWISE OR EMAIL BUSINESSWISE@WESTERVILLE.ORG. APPLICATIONS WILL RECEIVE NOTIFICATION OF RECEIPT WITHIN TWO WEEKS; INITIAL PROJECT AUDITS WILL BE SCHEDULED WITHIN 30 DAYS.