

## INSTRUCTIONS TO APPLY

### 1. CHECK PROJECT AND EQUIPMENT ELIGIBILITY

- Read all Terms and Conditions carefully on the rebate application to review your eligibility to participate in the Non-Residential New Construction Program. Please see the full program details on [DominionEnergy.com](http://DominionEnergy.com).

### 2. SUBMIT AN INITIAL ASSESSMENT TO APPLY FOR PROGRAM

- Complete and submit the Initial Application to verify your eligibility for program participation.
- We will need your planned building address to confirm that your new building will be in Dominion Energy service territory.

### 3. DESIGN RECOMMENDATIONS

- Once your eligibility has been confirmed, a program representative will reach out to schedule a kickoff meeting between you and your design team representatives.
- You will receive a customized Design Recommendations Report that will outline potential energy savings and available incentives for installing energy efficient measures in your new building. Visit [DominionEnergy.com](http://DominionEnergy.com) to view the full list of qualifying measures that can be investigated.

### 4. FINALIZE DESIGN

- Once your building design has been finalized, please submit building plans and supporting information to program staff. Program staff will review your final plan and provide you with a Design Documents Review Report outlining the estimated project savings and the amount of rebate incentive reserved. Project eligibility and incentive amounts cannot be guaranteed until your project is completed.

### 5. COMPLETE YOUR NEW CONSTRUCTION PROJECT

- After receiving your Design Documents Review Report, complete your new construction project with your contractor.

### 6. SUBMIT REBATE APPLICATION

- Submit the rebate application along with a copy of the dated Certificate of Occupancy within 45 days of the certificate being issued. Please also submit an invoice or payment application detailing the total project cost.
- If modifications have been made to the original scope of work presented in the design documents and used to inform the analysis presented in the Design Documents Review Report, please provide a description of the project changes, a copy of as-built building plans, or revised equipment specifications.
- You will be contacted for a post-installation quality assurance inspection to verify that your application meets program guidelines.

### 7. RECEIVE INCENTIVE PAYMENT

- When your application is approved, you will receive a final verification report detailing the findings of the site visit, the final project savings, and rebate amount. A rebate check will be mailed to you or the participating contractor. Any qualifying design team incentives will also be released for payment.

#### Submit in one of three ways below:

- ▶ Email: [NRNewConst@Honeywell.com](mailto:NRNewConst@Honeywell.com)
- ▶ Fax: 804-520-3380
- ▶ Mail: Honeywell Smart Energy  
15801 Woods Edge Rd, Bldg 12--2nd Floor • South Chesterfield, VA 23834

## TERMS AND CONDITIONS

These terms and conditions apply to the Non-Residential New Construction Program ("Program"). The Program has been approved by the North Carolina Utilities Commission.

Any reference in these documents to "Dominion," "Dominion Energy," or "Dominion Energy North Carolina" should be read as a reference to Virginia Electric and Power Company d/b/a Dominion Energy North Carolina, as well as its authorized agents and contractors.

### ENROLLMENT QUALIFICATIONS AND REQUIREMENTS FOR PARTICIPATION

1. This Program provides businesses with rebates for incorporating energy efficient features in their new construction projects ("New Construction") as well as certain associated retrofit, replacement and remodeling construction work on existing sites and structures (the "Retrofit/Replacement Construction").
2. Service must be performed on or after April 15, 2021.
3. Program participant must be a Dominion non-residential customer ("Customer") who is not under special contract or otherwise exempt, is responsible for the electric bill, and is the owner of the facility or reasonably able to secure permission to complete measures.
4. Customer is eligible for one rebate per location for the construction project completed during the term of the Program, based on Program recommendations during the planning/design phase (the "Project"). Projects may involve only New Construction or, in some cases, a combination of New Construction and Retrofit/Replacement Construction that may be eligible under a different energy efficiency program offered by Dominion for non-residential Customers. Program and Construction Project boundaries will be defined during the planning/design phase. Equipment rebated in one program is not eligible for additional rebate in other energy efficiency programs.
5. Participating design firms must be registered in Dominion's vendor network for this Program for the Construction Project to be eligible for the Program.
6. Work must be completed under the supervision of a participating contractor that is in Dominion's network for this Program when the work begins. All subcontractors working with a participating vendor must sign an acknowledgement form to adhere to Program rules, terms, and conditions.
7. Dominion and/or its designees including Program administrators and evaluation contractors reserve the right to review installations to verify completion and measure energy savings to ensure compliance with all Program requirements. Such reviews will be made at a time convenient to the Customer. Denial of such verification or misrepresentation of installation location or measure eligibility may result in forfeiture of the rebate.
8. Service must be completed in accordance with all laws, codes and other requirements applicable under federal, state and local authority.
9. The Customer understands that they may be contacted by Dominion via survey or questionnaire to provide feedback regarding Customer satisfaction with the Program.
10. Dominion retains the right to deny participation to Customer for failure to comply with the enrollment qualifications and requirements for participation.
11. The Customer understands that through participation in this energy conservation program and receiving a rebate, they are ineligible to opt out of energy efficiency riders for a period of three years following their year of participation.

### PAYMENT

1. **Rebate application must be submitted within 45 days of occupancy of the newly constructed facility, as determined by the Certificate of Occupancy.** It is the Customer's responsibility to assure that all requirements of the rebate are met. Failure to provide any of the required information will delay application processing and could result in non-payment. Dominion retains the right to deny participation to Customer for failure to comply with the enrollment qualifications and requirements for participation.
2. Rebate payments are based on the date of service. Customers must abide by the rules and rebate levels in effect on the date of service.
3. Payment will be issued to the account holder and mailing address on record with Dominion unless the Customer has authorized in writing that payment be made to the contractor specified in this document.
4. **Please allow up to 90 days from the date all required information is received to process your rebate.**
5. Customer is urged to seek appropriate consultation concerning any tax liabilities that could be associated with the receipt of the rebate and other Program benefits.

### OTHER REQUIREMENTS

1. Program procedures, requirements and rebate levels are subject to change or cancellation without notice and are subject to Program funds being available and regulatory approval.
2. Dominion, its parents, subsidiaries, employees, affiliates and agents assume no responsibility for, and make no representations (express or implied) about, the performance of the equipment or equipment warranty for equipment supplied or serviced by, the quality of the work or labor performed by, the quality of the materials supplied by, and/or the acts or omissions of itself or any participating contractor.
3. By participating in this Program, the Customer hereby agrees to indemnify, defend and hold harmless Dominion, its parents, subsidiaries, employees, affiliates and agents from any and all liability associated with the Program. Dominion shall not be liable for loss or damage to any person or property whatsoever, resulting directly or indirectly from participation in this Program.
4. Dominion retains all rights to energy and demand savings resulting from measures installed under this Program for a maximum of four years. Dominion has the exclusive right to enroll, nominate, or offer a bid for energy or demand reductions resulting from measures installed under this Program into load management programs, demand response programs, or auctions operated by PJM Interconnection, L.L.C. ("PJM"), the regional electric transmission organization of which Dominion is a member. Customer's participation in the Program means that the Customer is consenting to Dominion sharing the Customer's pertinent information with PJM, Dominion's agents and contractors, including its implementing contractors and its measurement and verification vendor. Pertinent Customer information includes account holder name, account number, energy usage and billing information, address, other contact information, measures installed, period of installation, demand/energy reductions resulting from measures installed under this Program and the technical basis for such reductions, loss factors, coincidence factors, interactive factors, building type and other information necessary to implement and monitor the Program including other information as required by PJM or any other regulatory authority.
5. Customer understands and affirms that the installed measures associated with this rebate application have not been, and will not be, incentivized or otherwise financially supported by any other Dominion Energy-sponsored energy efficiency program. Under no circumstances may a program measure be incentivized twice except as otherwise noted in the Program Terms and Conditions regarding allowances for multiple rebate applications (when applicable).
6. These Program specific terms and conditions are in addition to the terms and conditions of service currently on file with the North Carolina Utilities Commission and contained in any agreement between the Customer and a Program vendor. To the extent there is any conflict among such terms and conditions, these Program specific terms and conditions shall control.

# North Carolina Non-Residential New Construction Program

## INITIAL ASSESSMENT FOR NORTH CAROLINA

APPLICATION CHECKLIST

**Complete the checklist below and submit all required documents. Rebate cannot be processed with any missing information or blank fields.**

Who is submitting this initial assessment?  Customer  Design Team Representative

I \_\_\_\_\_ (YOUR INITIALS) **HAVE READ THE INSTRUCTIONS AND TERMS AND CONDITIONS ON PAGE 1.**

Completed entire initial assessment.

Confirm project is in design or conceptual phase.

**Submit in one of three ways:**

**1. Email:** [NRNewConst@Honeywell.com](mailto:NRNewConst@Honeywell.com)

**2. Fax:** 804-520-3380

**3. Mail:** Honeywell Smart Energy  
15801 Woods Edge Rd, Bldg 12-2nd Floor  
South Chesterfield, VA 23834

CUSTOMER

Service Name on Dominion Energy Account:

**Dominion Energy Account Number**

(For Additions Only):

Key Contact Name:

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Key Contact Title:

Email Address:

Phone Number:

DESIGN TEAM INFORMATION

**Architectural Firm Information**

Firm Name:

Contact Name:

Email Address:

Phone Number:

**MEP Firm Information**

Firm Name:

Contact Name:

Email Address:

Phone Number:

**Contractor Information (Only if known)**

Firm Name:

Contact Name:

Email Address:

Phone Number:

PROJECT DETAILS

New Construction Type:

New Building  Addition  Total Building Remodel

New Building Square Footage (\*Must be at least 3,000 sq. ft.):

Primary Facility Use Type (e.g., Office, Retail, Healthcare, etc.):

Primary Heating Fuel:

Primary Cooling Fuel:

Expected Facility Hours of Operation:

New Building Address:

City:

State:

Zip Code:

NC

**Estimated Project Timeline** (Please list estimated dates for the following):

Project Plans Finalized:

Construction Begins:

Project Completion: