

October 25, 2011

Dear Contractor:

Consumers Energy is offering insulation and window contractors a \$50 incentive for each qualified application submitted after September 1, 2011, that results in a customer rebate through the Consumers Energy Insulation and Windows Program.

To qualify for the incentive, the customer's rebate application must include the contractor's company name and address. A check for \$50 will be issued to the company name and address listed on the application within six to eight weeks, if the customer qualifies for a rebate. To ensure your customer is successful in qualifying for the rebate, we suggest you assist them in completing their application by providing correct supporting documentation, which also helps expedite your payment.

We encourage you to contact past customers who had work completed after September 1 and assist them in completing their application. You will receive \$50 for each of these qualifying applications.

To make it even easier for customers to apply for rebates, a paper application is now available (please see enclosed sample). Customers now have the choice of applying online, or submitting the paper application one of three ways:

E-mail: CEINWIN@icfi.com  
Fax: (855) 353-2893  
Mail: Consumers Energy – Insulation and Windows Program  
100 East Michigan Avenue, Suite 815  
Jackson, MI 49201

To request a tear-off pad (50 sheets/pad) of the paper application for the Insulation and Windows Program, please e-mail CEINWIN@icfi.com, or call (877) 704-6946.

Thank you for your continued efforts to support the Consumers Energy Insulation and Windows Program! For additional program information, please contact your Consumers Energy Insulation and Windows Program Team:

Rob Busby  
(517) 768-6321  
[rbusby@icfi.com](mailto:rbusby@icfi.com)

Thabani Banda  
(517) 768-6318  
[tbanda@icfi.com](mailto:tbanda@icfi.com)



Rudy Chahine  
Energy Efficiency Program Manager

## I. Customer Information

Customer Name:		Consumers Energy Account Number:	
Street Address (where project was completed):		City:	State: ZIP:
Mailing Address (if different from where project was completed):		City:	State: ZIP:
Home Telephone:	Mobile Telephone:	E-mail:	
House Type: <input type="checkbox"/> Single-family <input type="checkbox"/> Condo <input type="checkbox"/> Townhouse <input type="checkbox"/> Other _____			
Energy Customer Type: <input type="checkbox"/> Gas <input type="checkbox"/> Electric <input type="checkbox"/> Both		House Square Footage:	
Approximate House Age: <input type="checkbox"/> 1979 or older <input type="checkbox"/> 1980-2004 <input type="checkbox"/> 2005-present		Date Improvements Completed:	
Primary Heating and Cooling System Type (check all that apply): <input type="checkbox"/> Gas furnace <input type="checkbox"/> Gas Boiler <input type="checkbox"/> Electric Furnace <input type="checkbox"/> Central AC <input type="checkbox"/> Air Source Heat Pump <input type="checkbox"/> Ground Source Heat Pump <input type="checkbox"/> Other (describe) _____			

## II. Contractor Information

Company Name:		Contact Name:	
Company Address:		City:	State: ZIP:
Telephone:		E-mail:	

## III. Insulation

Insulation Measures	Pre-Existing R-value (If known)	Installed R-value (If known)	Quantity	Final R-value (If known)	Gas only Gas + Electric	Electric only
<b>Roof (Attic) Insulation –</b> must insulate a minimum of 500 sq ft			_____ Sq Ft		<b>\$300</b>	<b>\$50</b>
<b>Above-Grade Wall Insulation –</b> must insulate a minimum of 500 sq ft			_____ Sq Ft		<b>\$200</b>	<b>\$50</b>
<b>Basement Wall Insulation –</b> must insulate a minimum of 500 sq ft			_____ Sq Ft		<b>\$300</b>	<b>\$50</b>
<b>Crawlspace Insulation –</b> must insulate all accessible walls			_____ Sq Ft		<b>\$150</b>	<b>\$10</b>
<b>Rim Joist Insulation –</b> must insulate all accessible rim joist areas			_____ Sq Ft		<b>\$75</b>	<b>\$20</b>

## IV. Windows

Window or Glass Door Manufacturer	Model # (or attach window schedule)	U-factor (≤ 0.30)	SHGC (If known)	Windows: \$2/sq ft or \$30 each Glass Doors: \$2/sq ft of the opening, or \$80 each opening
				_____ Sq Ft <u>QR</u> _____ # of Windows @ \$30 each _____ # of Glass Door Openings @ \$80 each

**Note:** For faster payment processing, use the online application at [www.consumersinwin.com](http://www.consumersinwin.com)

## V. Terms and Conditions

**PAPER APPLICATION:** This application and any required additional documentation, including the invoice and/or a copy of original sales receipt, must be filled out completely, truthfully and accurately. Participants are advised to keep a record copy of this application and accompanying documentation submitted to Consumers Energy under the Insulation and Windows program. Consumers Energy will not be responsible for lost documentation pertaining to this application request. This program covers projects completed and installed on or after July 18, 2011. Details of this program, including incentive levels, are subject to change or cancellation without prior notice. The application with required supporting documents must be received within 30 days of installation completion. Funds for incentives are limited and available on a first-come, first-served basis. Incentive amounts are valid through December 31, 2011, but can change without notice. Please call (866) 234-0445 or visit [www.consumersenergy.com](http://www.consumersenergy.com) for the most up-to-date program details.

**ELIGIBILITY:** This offer is valid for Consumers Energy residential customers applying only through Consumers Energy Insulation and Windows program who are Consumers Energy natural gas and/or electric customers. Participants must be Consumers Energy residential customers who have either electric heat, or central air conditioning for electric customers; or central gas furnaces or gas boilers for natural gas customers. This offer is not valid for new construction home or commercial properties. For other programs, please visit [www.consumersenergy.com](http://www.consumersenergy.com). Eligible incentives are listed at [www.consumersenergy.com](http://www.consumersenergy.com).

**APPROVAL, VERIFICATION AND INSPECTION:** Prior to any payment of incentives, Consumers Energy reserves the right to verify all installed energy-saving measures and sales transactions. Homeowner/Contractor will verify that the installed energy-saving measures meet all applicable building codes; zoning laws; local, state and federal requirements; and other relevant requirements including any applicable permits as required by code/law. Participant's home also may be selected for a quality control post-installation inspection by the Program Implementer ICF International. No warranty is implied by this inspection.

**PROOF OF PURCHASE:** Homeowners may e-mail, fax or mail their materials in support of their applications. The invoice must include a detailed scope of work indicating type of material installed, quantity, home location and date. Invoices for insulation must show R-values and square footage for area installed. Invoices for windows must show size or quantity of windows installed and U-factor. Customer receipts must show product name, quantity, place, price and date of purchase.

**PAYMENT:** Please allow six to eight weeks for payment. Payment processing may take longer if information is missing on the application. Please call (866) 234-0445 if you have questions about your incentive or accompanying documentation.

**TAX LIABILITY:** Consumers Energy will not be responsible for any tax liability that may be imposed on the homeowner as a result of the payment of incentives. Please contact your tax advisor for more information.

## VI. Signature

I HAVE READ AND UNDERSTAND THE TERMS AND CONDITIONS ABOVE. I CERTIFY THAT THE INFORMATION I HAVE PROVIDED IS TRUE AND CORRECT AND THE PRODUCT(S) AND/OR EQUIPMENT FOR WHICH I AM REQUESTING A REBATE MEETS THE REQUIREMENTS IN THIS APPLICATION.

\_\_\_\_\_  
Customer Signature

\_\_\_\_\_  
Date

### Forward completed applications to:

Fax: (855) 353-2893

E-mail: [CEINWIN@icfi.com](mailto:CEINWIN@icfi.com)

Mail: Consumers Energy Insulation and Window Program, 100 E. Michigan Avenue, Suite 815, Jackson, MI 49201

**Note:** For faster payment processing, use the online application at [www.consumersinwin.com](http://www.consumersinwin.com)