Lighting
Commercial & Industrial Retrofit

Pre-Installation

1. A site inspection may be performed by a utility representative confirming the existing fixture information and quantities. Make sure to call your utility before starting the lighting project to determine if a site inspection is required.
2. The existing fixtures should be verified by lighting type and room/area, reference Lighting Worksheet and Table 1.

Post-Installation

Utility Representative must verify that:

1. The new energy efficient lighting fixtures, systems and controls types have been installed and are energized.
2. The lighting fixtures, systems and controls match the manufacturer's information represented on the incentive application. If any of the lighting fixtures, systems and controls have changed from what was approved for the initial incentive offer, the substituted lighting fixtures, systems and controls specifications must be re-submitted, reviewed to verify compliance with technical requirements and approved before an incentive is considered.
3. Proof of Purchase has been submitted. This includes invoice(s) indicating the fixture manufacturer, model, and number of lamps, ballast specifications (if applicable), fixture quantities, costs, purchase date, and vendor of the efficient equipment. Other forms of payment such as AIA Certificates of Payment may also be acceptable.
4. The Utility Representative & Customer have signed & dated the post installation inspection block on the incentive form.