



COMMERCIAL & INDUSTRIAL RETROFIT 2026 Custom Incentive



APPLICATION INSTRUCTIONS

Fill out Steps 1-3 and submit to your utility provider. **Do not sign Steps 5-6 until instructed by your utility provider.**

STEP 1 CUSTOMER INFORMATION

Select your utility company: Eversource Liberty NH Electric Co-op Unitil Date: _____

Electric Account #: _____ Natural Gas Account #: _____

Company Name: _____ Contact Person: _____

Phone Number: _____ Contact Email: _____

Installation Address: _____ City: _____ State: _____ Zip: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

STEP 2 CONTRACTOR INFORMATION *(if self-installed leave blank)*

Contractor Company (if applicable): _____ Contact Person: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Contact Phone: _____ Contact Email: _____

STEP 3 PAYEE INFORMATION

Check Payable to: Customer Contractor Other Payment To: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

LIBERTY CUSTOMERS ONLY – Signature (for payment to Contractor/Other): _____

STEP 4 RETURN APPLICATION TO UTILITY REPRESENTATIVE

Send to your utility representative or email to your utility here:

Eversource: efficiencynh@eversource.com

Liberty: nhsaves@libertyutilities.com

New Hampshire Electric Co-op: solutions@nhec.com

Unitil: efficiency@unitil.com

STEP 5 PRE APPROVAL OFFER *(Do not sign until instructed by your utility partner)*

STOP Once you have received Utility Pre-approval notification, sign below accepting incentive offer, payment arrangement, and Program Terms and Conditions.

Utility Signature: _____ Date: _____

Amount Of Incentive: _____ Valid Through: _____

CUSTOMER SIGNATURE: _____ Date: _____

STEP 6 PROJECT COMPLETION *(Do not sign until instructed by your utility partner)*

STOP Sign below to indicate that project is completed. Send final signed application to Utility.

Final Incentive calculated based on 'as-installed' conditions.

Utility Signature: _____ Date: _____

CUSTOMER SIGNATURE: _____ Date: _____

Final Project Cost: _____ Final Incentive Amount: _____

Powered by:



RETROFIT CUSTOM INCENTIVE WORKSHEET

For approved and qualified projects not covered by Prescriptive Incentives,
the following sections shaded in green should be completed.
Vendor proposals and supporting energy saving calculations are necessary to support this application.

PROJECT DESCRIPTION

Energy Efficiency Measure <i>ex: Replacing two Air Compressors/receiver with new compressors</i>	
Existing Equipment or System <i>ex: Two 21 yr old 75 hp fix speed Air Compressors, 400 gallon receiver</i>	
Proposed Energy Efficient Equipment/Measures <i>ex: Two new 75 hp VFD Air Compressors, 1060 gallon receiver</i>	

PROJECT COST AND INCENTIVES

Energy Efficiency Project Material	\$	Estimated Incentive*	\$
Energy Efficiency Project Labor	\$		
Energy Efficiency Project TOTAL	\$		
*Incentive shall not exceed 35% of the project cost or buy down to 1 year pay-back. Incentive is calculated by Utility Representative. Customer Caps may apply.			

ENERGY AND OTHER SAVINGS

	Annual kWh Savings	
	Peak kWh (6AM-10PM M-F)	Off-Peak kWh (10PM-6AM, M-F, plus weekends & holidays)
Summer (kWh or %)		
Winter (kWh or %)		
TOTAL Annual kWh Savings		

Annual Gas Fuel Savings	
Seasonal Heating (Therms)	
Domestic Hot Water (Therms)	
Other (Therms)	
Other Explanation	

	kW Demand Savings											
	Min	Avg	Max									
Summer (kW)												
Winter (kW)												
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="background-color: #d9e1f2;">kW Savings (5-7PM, M-F, less holidays)</th> </tr> <tr> <th style="text-align: center;">Dec</th> <th style="text-align: center;">Jan</th> </tr> </thead> <tbody> <tr> <td style="background-color: #d9ead3;"></td> <td style="background-color: #d9ead3;"></td> </tr> </tbody> </table>				kW Savings (5-7PM, M-F, less holidays)		Dec	Jan					
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Annual "Other" Savings	
Oil (Gallons)	
LP (Gallons)	
Kerosene (Gallons)	
Wood (Cords)	
Pellets (Tons)	
Water (Gallons)	
Sewer (Gallons)	
Other Annual \$ (Annual \$)	
Other One Time \$ (One Time \$)	

ADDITIONAL PROJECT DESCRIPTION / OTHER INFORMATION

Project Verification

Custom projects require verification relative to the parameters driving the energy savings. Please use the Minimum Requirements Document (MRD) template provided to share how the project measures recommended for implementation will be verified following installation.

MRD TEMPLATE

Instructions for completing the Retrofit CUSTOM Incentive Worksheet

General Notes:

1. A vendor quote/proposal is required for an Incentive.
2. All Custom projects require a detailed engineering analysis to determine project savings.
3. Invoices will be required for payment of Incentives
4. The Incentive, in conjunction with all other sources of funding, cannot exceed the total project cost.

Eligibility Requirements:

1. Custom applications are for approved and qualified projects not covered by prescriptive Incentives.
2. Only projects that pass a utility benefit to cost (B/C) test will be eligible for an Incentive. Incentive is calculated by your Utility Representative.
3. Incentives for Custom applications are the lesser of 35% of the total installed cost or buy down to 1 year pay-back.
4. The Incentive offer is not valid unless signed and dated by the Utility Representative. The Customer accepts the Utilities Incentive offer and agrees to the Terms and Conditions of the Utility by signing in the pre-approval offer block.
5. Project is NOT eligible for incentives on this application if equipment has been purchased and participated in the NHSaves mid-stream instant incentive program or received an incentive through any other NHSaves programs.

Pre-Installation:

1. Review eligibility requirements.
2. Provide to the utility representative a quote/proposal from a vendor showing: project details, manufacturer specifications, if applicable, project costs, annual savings (kwh) and demand savings (kw). All assumptions and calculations must be shown.
3. Utility Representative will review the vendor quotes/proposals for program compliance before approving Incentive offers.

Explanation of how to fill out table:

RETROFIT CUSTOM INCENTIVE CALCULATION SUMMARY							
Measure			Measure Code				
Project Cost (\$)		Total (A+B)	Annual KWH Savings		Demand Savings (KW)		Incentive (\$)
Material (A)	Labor (B)		Peak	Off Peak	Summer	Winter	
These include the total equipment, material, and labor costs required to implement the energy efficiency measure.			This information will be calculated by your local equipment vendor or distributor or installing contractor.		This information will be calculated by your local equipment vendor or distributor or installing contractor.		Utility Rep. will write in amount

Explanation of how to fill out table:

PROJECT DESCRIPTION
<p>a) Attach the CUSTOM proposal or quote from the vendor or contractor. This should describe in detail the scope of the project, including the proposed equipment and its operation. All assumptions and calculations must be shown.</p> <p>b) Fill in the Installation Vendor.</p> <p>c) Fill in the Date of Proposal/Quote.</p> <p>d) Fill in the company or vendor and the contact person information, calculating the energy savings.</p>
Installation Vendor:
Date of Proposal/Quote:
Energy Savings Calculation by: (Name/Company)

Post-Installation:

Utility Representative must verify that:

1. The equipment/materials/systems have been installed and the equipment/system is operable.
2. The project is operating in accordance with the approved quote/proposal.
3. The equipment/materials/system matches the information on the Incentive application. If the equipment/materials/systems have changed from what was approved for the initial Incentive offer, the substituted equipment/materials/systems specifications must be submitted and reviewed by the utility to verify compliance with technical requirements and approved before an Incentive is considered.
4. The invoice or proof of payment has been submitted.
5. The Utility Representative & Customer have signed / dated the post installation inspection block on the Incentive form