

## PRODUCT INCENTIVE PROGRAM

# KEY PROGRAM POLICIES

### Important program policies to keep in mind when applying for your incentive:

- To be eligible for the Product Incentive Program, you must be
  - A BC Hydro business customer or residential strata customer (common areas only) who spends less than \$200,000 annually on electricity and who does not have a key account manager OR a business customer of the City of New Westminster Electric Utility.
- Projects must meet the minimum criteria of \$50 financial incentives per application.
- Only use approved products as identified in the BC Hydro **e.Catalog and performance criteria**.
- Private homes, home-based businesses and other Rate 1101 accounts are not eligible. If you are unsure of your eligibility contact us to confirm before purchasing product.

### INSTALLATION STANDARDS

- Ensure that you follow BC Hydro's installation standards and use qualified installers. Contact us for a referral to a Power Smart Alliance contractor.
- Installations in new construction projects are not eligible for incentives under this program.
- Buildings must be at least 6 months past occupancy permit date in order to be eligible for the program.

### ONLINE APPLICATION

- Only the BC Hydro account holder or legal registered owners of the property are eligible to receive incentive cheques.
- To avoid a delay in the processing of your application, ensure the legal company name matches the name on your BC Hydro account.
- You have 120 days from your product invoice date to install them, submit your online application, and send invoices and permits to BC Hydro. Fax **604 453 6285** or email [incentives@bchydro.com](mailto:incentives@bchydro.com).
- You may only submit an application after all products have been fully installed.

### SUPPORTING PAPERWORK

- To avoid processing delays, submit invoices which clearly show the following information:
  - Manufacturer's model numbers
  - Quantities
  - Installation address
  - Product Incentive Program project number
- Information on the invoice must match the products in the application. If changes have been made, the application must be updated before you submit it.
- For projects requiring a permit under the BC Safety Act, a permit must be obtained and a copy submitted to BC Hydro in order to be eligible for an incentive payment. Permits are required for all hardwired projects or if required by local/provincial codes. Customers may only be exempted from this requirement if they have a signed letter from the local electrical inspector.