
Standard Steam Trap Repair/Replacement Application

Does your facility qualify?

- Non-residential facility
- Gas projects: gas delivery service rate GDS2, GDS3, GDS4, or GDS7 and Gas Energy Efficiency Cost Recovery surcharge on Ameren Illinois bill

Does your project qualify?

- Installing new, energy efficient equipment
- New equipment meets eligibility guidelines as specified in this application
- Estimated project completion date is on or after June 1, 2017, and by December 31, 2017

What you should know before beginning:

- Preapproval is **required** for ALL Standard Application projects requesting more than \$10,000 of incentive money and for projects applying for the Real-time Steam Trap Monitoring incentive. Do not purchase (including generating purchase orders) new equipment until receiving an official preapproval letter.
- Multiple incentive applications less than \$10,000 at the same facility within 120 days of each other will not be accepted. Phased projects requesting less than \$10,000 may submit separate applications when completion dates are at least 120 days apart.
- Stockpiles of equipment are not allowed: all incentivized material must be installed and operational.
- Projects must be completed within 120 days.
- Final application paperwork is due within 30 days of project completion **or by December 31, 2017, whichever comes first.**
- Gas projects are capped at \$250,000.
- Survey and repair/replacement incentives are limited to once every 12 months, for individual steam traps within a system. The 12 month deadline refers to the steam trap *repair* date.
- Application paperwork can be submitted via email, fax, or hard copy. Do not submit "zip" files. You will receive a confirmation email within two business days of submitting a complete and correct application.

Participation instructions:

- **Step One:** Determine if your project requires preapproval. If the total incentive request is over \$10,000 or the application includes real-time steam trap monitoring, preapproval is required.
- **Step Two, Track A:** If preapproval is required, submit the application for preapproval and do not purchase any material or generate purchase orders until a preapproval letter is issued.
- **Step Two, Track B:** If preapproval is not necessary, an application for "funds reserved" may be submitted, or the project may begin.
- **Step Three:** Within 30 days of project completion (all equipment installed and operational) or by December 31, 2017 – whichever comes first – submit a signed Incentive Payment Request form and all documentation requested on that form. Applications are reviewed and approved projects paid within 60 days of approval.
- **Step Four:** Program staff may conduct a post installation verification inspection upon receiving final application paperwork.

*Detailed, step-by-step instructions, FAQs, and other helpful information are available in the Application Guide (www.AmerenIllinoisSavings.com/portals/0/business/forms/application-guide.pdf).

Standard Steam Trap Repair/Replacement Application

Customer and Project Information

Red indicates a required field.

Ameren Illinois Customer Information																								
Customer Name on Ameren Illinois Account	Signed W-9 form is required documentation Click here for a blank W-9 form	Ameren Illinois Electric Account Number:																						
Tax ID (SSN/FEIN)		Ameren Illinois Natural Gas Account Number:																						
Mailing Address	City	State	Zip																					
Contact Name	Title																							
E-mail Address	Phone (XXX) XXX-XXXX	Ext.	Fax (XXX) XXX-XXXX																					
Secondary Contact Name (if applicable)	Phone (XXX) XXX-XXXX	E-mail Address																						
Physical Installation Address (if different than above)																								
Installation Address	City	State	Zip																					
Check one: Owner Tenant (If tenant, please complete the Landlord Consent Form)																								
Name(s) of the person(s) who referred you to the Ameren Illinois Energy Efficiency Program for this project:																								
Name of Ameren Illinois or Energy Efficiency Employee		Name of Referring Contractor or Program Ally																						
Contractor/Program Ally Information (if applicable)																								
Company Name	Contact Name	Title																						
Mailing Address	City	State	Zip																					
E-mail Address	Phone (XXX) XXX-XXXX	Ext.	Fax (XXX) XXX-XXXX																					
Facility/Project Description																								
Facility Type (check one): <table style="width:100%; border:none;"> <tr> <td style="width:33%;">Office – high rise</td> <td style="width:33%;">Restaurant</td> <td style="width:33%;">Manufacturing/Facility</td> </tr> <tr> <td>Office – mid rise</td> <td>Healthcare clinic</td> <td>Lodging Hotel/Motel</td> </tr> <tr> <td>Office – low rise</td> <td>Elementary</td> <td>Multiple (please include an itemized description of the work that will be done at each facility)</td> </tr> <tr> <td>Convenience</td> <td>High school</td> <td>Miscellaneous/Grocery</td> </tr> <tr> <td>Religious facility</td> <td>College/university</td> <td>Miscellaneous/unknown</td> </tr> <tr> <td>Retail – strip mall</td> <td>Hospital</td> <td></td> </tr> <tr> <td>Retail – department store</td> <td>Warehouse</td> <td></td> </tr> </table>				Office – high rise	Restaurant	Manufacturing/Facility	Office – mid rise	Healthcare clinic	Lodging Hotel/Motel	Office – low rise	Elementary	Multiple (please include an itemized description of the work that will be done at each facility)	Convenience	High school	Miscellaneous/Grocery	Religious facility	College/university	Miscellaneous/unknown	Retail – strip mall	Hospital		Retail – department store	Warehouse	
Office – high rise	Restaurant	Manufacturing/Facility																						
Office – mid rise	Healthcare clinic	Lodging Hotel/Motel																						
Office – low rise	Elementary	Multiple (please include an itemized description of the work that will be done at each facility)																						
Convenience	High school	Miscellaneous/Grocery																						
Religious facility	College/university	Miscellaneous/unknown																						
Retail – strip mall	Hospital																							
Retail – department store	Warehouse																							
Facility Size (total interior square feet served by the account number provided above):		Project Description (check one):																						
		Replacement of Failed Equipment Replacement of Operating Equipment(retrofit) Process Improvement																						

Note: Newer application versions posted to the Ameren Illinois Energy Efficiency Program website supersede all previous versions. The revision number is listed in the footer of each page. If you received pre-approval, the version of the application that was available at the time you submitted your pre-approval application will apply. If you did not obtain pre-approval, the version of the application that corresponds with the purchase dates of your equipment will apply.

Standard Steam Trap Repair/Replacement Application

Incentive Calculation Section

GENERAL HEATING (HVAC) STEAM SYSTEM (incentives are based on the new equipment being installed)								
HVAC Steam Traps								
Description	Measure Code	Eligibility Criteria for Equipment to be Replaced	Eligibility Criteria for New Equipment	Quantity of Steam Traps (A)	Unit Incentive (B)	Potential Incentive (A X B) (C)	Project Cost (D)	FINAL INCENTIVE (lesser of C or D)
Steam-Trap Survey (HVAC)	BPST1	Traps must be in service to be eligible for incentives	<ul style="list-style-type: none"> Survey incentive is available for all tested traps. No incentive will be given for traps that are out of service. Traps that cannot "fail open" (leaking steam) are not eligible for incentives. If external labor was used, enter total of parts and labor. Enter 0 in column D, if internal labor was used. If external labor is used then the incentive cannot be greater than the invoice cost. 	(Typically <=15 psig)	\$30/trap	\$	\$	\$
Do you intend to repair (or replace) the leaking traps identified in this survey?				If you don't intend to repair/replace them now, when?				
Yes No								
HVAC Steam Trap – Repair / Replacement								
Description	Measure Code	Eligibility Criteria for Equipment to be Replaced	Eligibility Criteria for New Equipment	Quantity of Steam Traps (A)	Unit Incentive (B)	Potential Incentive (A X B) (C)	Project Cost (D)	FINAL INCENTIVE (lesser of C or D)
Steam Trap Repair/ Replacement (HVAC)	BPST2	<ul style="list-style-type: none"> Traps must be in service, malfunctioning, and leaking steam to be eligible Repair incentive is not available for traps that are failed closed or are plugged 	<ul style="list-style-type: none"> Leaking traps must be repaired or replaced The incentive cannot be greater than the invoice cost (project costs include parts and external labor – do not include survey labor). 	(Typically <=15 psig)	\$100/trap	\$	\$	\$

Standard Steam Trap Repair/Replacement Application

INDUSTRIAL PROCESS STEAM SYSTEM								
(incentives are based on the new equipment being installed)								
Industrial Process Steam Trap Survey								
Description	Measure Code	Eligibility Criteria for Equipment to be Replaced	Eligibility Criteria for New Equipment	Quantity of Steam Traps (A)	Unit Incentive (B)	Potential Incentive (A X B) (C)	Project Cost (D)	FINAL INCENTIVE (lesser of C or D)
Steam Trap Survey (Industrial Process) or (Multi-Use HVAC/Process boilers with over 7,750 hours per year operation)	BPST4	<ul style="list-style-type: none"> Traps must be in service to be eligible for incentives Steam traps >300 psig, please use a Custom application 	<ul style="list-style-type: none"> Survey incentive is available for all tested traps. No incentive will be given for traps that are out of service. Traps that cannot “fail open” (leaking steam) are not eligible for incentives. If external labor was used, enter total of parts and labor. Enter 0 in column D, if internal labor was used. If external labor is used then the incentive cannot be greater than the invoice cost. 	(<=15 psig)	\$30/trap	\$	\$	\$
				(16-300 psig)	\$50/trap	\$	\$	\$
Do you intend to repair (or replace) the leaking traps identified in this survey?					If you don't intend to repair/replace them now, when?			
Yes No								

Standard Steam Trap Repair/Replacement Application

Industrial Process Steam Trap – Repair / Replacement								
Description	Measure Code	Eligibility Criteria for Equipment to be Replaced	Eligibility Criteria for New Equipment	Quantity of Steam Traps (A)	Unit Incentive (B)	Incentive (A X B) (C)	Project Cost (D)	FINAL INCENTIVE (lesser of C or D)
Steam Trap Repair / Replacement (Industrial Process) or (Multi-Use HVAC/Process boilers with over 7,750 hours per year operation)	BPST5	<ul style="list-style-type: none"> Traps must be in service, malfunctioning, and leaking steam to be eligible Repair incentive is not available for traps that are failed closed or are plugged. Steam traps >300 psig, please use a Custom application 	<ul style="list-style-type: none"> Leaking traps must be repaired or replaced The incentive cannot be greater than the invoice cost (project costs include parts and external labor – do not include survey labor). 	(Commercial Dry Cleaners)	\$100/trap	\$	\$	\$
				(<15 psig)	\$100/trap	\$	\$	\$
				(15-29 psig)	\$100/trap	\$	\$	\$
				(30-74 psig)	\$150/trap	\$	\$	\$
				(75-124 psig)	\$200/trap	\$	\$	\$
				(125-174 psig)	\$300/trap	\$	\$	\$
				(175-249 psig)	\$400/trap	\$	\$	\$
				(250-300 psig)	\$500/trap	\$	\$	\$

Standard Steam Trap Repair/Replacement Application

Real-time Steam Trap Monitoring						
<p>Eligibility Criteria for Existing Equipment</p> <ul style="list-style-type: none"> Unmonitored traps Traps must operate at >30 psig steam pressure PREAPPROVAL IS REQUIRED FOR THIS PORTION OF THE APPLICATION <p>Eligibility Criteria for New Equipment</p> <ul style="list-style-type: none"> Must install sensors and monitoring system to detect steam trap failure Can be temperature, ultrasonic, or combination of both types of sensors Must maintain and operate monitoring system after install Monitoring system must alert operator to failed traps within 24 hours of failure Must monitor at least 20 traps (>30 psig) at the site; maximum is 100 monitored traps per site Must intend to replace failed traps within 6 months of failure notification When a leaking trap is identified and replaced under this measure, use the Replacement of Monitored Traps application to receive the incentive for steam trap replacement. Note the incentives for trap replacement are 20% higher than for leaking traps identified using a conventional survey. 						
Description	Measure Code	Quantity of Monitored Traps (A)	Unit Incentive (B)	Incentive (A X B) (C)	Project Cost (D)	FINAL INCENTIVE (lesser of C or D)
Real-time Steam Trap Monitoring	BPST6	(30-74 psig)	\$150/trap	\$	\$	\$
		(75-124 psig)	\$150/trap	\$	\$	\$
		(125-174 psig)	\$150/trap	\$	\$	\$
		(175-249 psig)	\$150/trap	\$	\$	\$
		(250-300 psig)	\$150/trap	\$	\$	\$

Total Incentive Amount:	
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Standard Steam Trap Repair/Replacement Application

Terms and Conditions

- 1. DEFINITIONS:** In addition to terms defined elsewhere herein, when any one of the following terms is used in these Terms and Conditions, wherein the first letter is written with a capital letter, then that term shall have the following definition. Words importing persons include corporation, and words importing only the singular include the plural and vice versa when the context requires.
- a) "Ameren Illinois" shall mean Ameren Illinois Company d/b/a Ameren Illinois.
 - b) "Application" shall mean the Customer completed document used to apply for cash incentives, program Terms and Conditions, and any other appropriate application-specific documentation.
 - c) "Application Guide" shall mean the downloadable file (PDF format) that includes: directions for completing the Application, Customer eligibility criteria, and any other appropriate documentation.
 - d) "Customer" shall mean an Eligible Customer who has submitted an Application for incentive money using their Ameren Illinois account number. The Customer shall become a party to the agreement upon acceptance of Customer's Application by Ameren Illinois.
 - e) "Custom Programs" shall mean those projects associated with incentives that are not Standard Programs, including but not limited to: *Custom, New Construction Lighting, and Feasibility Study*. See 1.m) below for a list of Standard Programs.
 - f) "EEM" shall mean energy efficiency measures.
 - g) "Eligible Customers" shall mean non-residential electric and/or gas Customers of Ameren Illinois. Each program has different eligibility requirements for Delivery Service rates (DS# for electric, GDS# for gas) to be eligible for that program. Refer to the specific program applications to determine if your business is eligible for that program. The Ameren Illinois incentive payments are awarded only to Eligible Customers for equipment that is owned by them and installed in the Ameren Illinois service area at the location that corresponds with the Ameren Illinois account number listed in the Application. All Eligible Customers are ultimately responsible for compliance with these Terms and Conditions.
 - h) "Facility" shall mean a single premise that, in general, consists of a contiguous tract of land separated by nothing more than a street, alley, or railroad right-of-way, where all buildings and/or energy-consuming devices are owned by a single Customer.
 - i) "New Construction" shall include construction of new buildings, change-of-use of existing buildings or land, additions to existing buildings, or when two or more building systems are renovated, such as shell and heating, heating and lighting, etc.
 - j) "Pre-approval" shall mean written notification to Customer of a maximum pre-approved incentive amount through a Pre-approval letter, which Ameren Illinois issues after review of the Customer's Application.
 - k) "Qualifying Energy Efficiency Measures (EEMs)" shall mean either (i) standard gas or electric EEMs (i.e., measures found on any of the Standard Programs applications: *Lighting, VFD, HVAC, Specialty Equipment, Steam Trap, and Leak Survey and Repair*); or (ii) measures eligible under the Custom Program approved by Ameren Illinois; or (iii) measures found in the Retro-commissioning Program as identified in official program materials found on the Ameren Illinois Energy Efficiency website. Technologies that purport to save energy through reduction of voltage, demand, or power conditioning are not Qualifying EEMs. EEMs that displace electrical energy use or natural gas to another fuel (i.e., fuel switching proposals) are not Qualifying EEMs. Other than geothermal projects, renewable energy projects (solar, wind power, etc.) are also not eligible for incentives under this program. Unless explicitly pre-approved, EEMs must be new and covered by warranties. Natural Gas (gas) incentives do not include propane or butane measures.
 - l) "Standard Programs" shall mean those projects associated with Standard gas or electric EEMs. Standard Programs include the following: *Lighting (not New Construction Lighting), VFD, HVAC, Specialty Equipment, Steam Trap and/or Leak Survey and Repair*. See the Ameren Illinois Energy Efficiency website for applications for these programs (AmerenIllinoisSavings.com).
- 2. OWNERSHIP OF CAPACITY AND/OR ENVIRONMENTAL CREDITS:**
- a) EEMs purchased and installed in part through incentives provided by this program are the property of the Customer, subject to any limitations contained within these Terms and Conditions.
 - b) Notwithstanding the above, unless otherwise requested in writing by the Customer prior to installation of the EEMs, Ameren Illinois holds sole rights to any system capacity credits and environmental credits that may be associated with EEMs for which incentives from Ameren Illinois were received, and Ameren Illinois can dispose of these credits in any manner authorized by law or regulation.
 - c) In no event shall activity associated with any energy or environmental credits noted in Section 2(b) result in interference with the Customer's sole discretion to operate EEMs as approved in his/her incentive award.
- 3. PRE-APPROVAL**
- For all Applications, Ameren Illinois is not obligated to award any incentive payment unless Pre-approval is granted. Further, Ameren Illinois will not pay incentives for any EEMs ordered or any purchase order generated prior to the date of the Pre-approval letter, UNLESS, the requested incentive is less than \$10,000 on any Standard Program Application (see 1.m above). Pre-approval reserves incentive funds for a period up to the Estimated Completion Date provided in the Pre-approval letter. After the Estimated Completion Date, Ameren Illinois may revoke the Pre-approval letter and associated incentive funds. Customer is responsible for ensuring application is accurate and equipment meets eligibility requirements in order to receive the Pre-approval incentive payment.
- 4. POST-INSTALLATION VERIFICATION:** Ameren Illinois is not obligated to make any incentive payment until it has performed a satisfactory post-installation verification. This provision may be waived at the sole discretion of Ameren Illinois.
- 5. INCENTIVE PAYMENT AMOUNTS:**
- a) Incentive caps (per program year for a facility) are defined as follows:
 - i) Standard, Custom, and Retro-Commissioning applications: Electric incentives are capped at \$500,000 per project. Gas incentives are capped at \$250,000 per project.
 - ii) Incentives awarded under the Staffing Grant will be pro-rated based upon the energy savings achieved compared to the accepted savings in the staffing grant pre-approval letter, up to the pre-approved staffing grant incentive amount. See the Staffing Grant Application for further criteria.
 - iii) New Construction Lighting incentives are capped at \$100,000.
 - iv) Feasibility Study – the maximum incentive payment for a single Feasibility Study is capped at \$20,000. See the Feasibility Study application for further details.
 - v) Leak Survey and Repair – the capped incentive is \$20,000 for a compressed air Leak Survey and Repair project. See the Leaks Survey and Repair application for further criteria.
 - vi) Metering & Monitoring – the maximum total incentive payment for Metering & Monitoring is \$22,000. See the Metering & Monitoring application for further details.
 - b) Ameren Illinois reserves the right to adjust and/or negotiate the incentive amount, based upon its independent assessment of appropriate savings or cost estimates.
 - c) Once an incentive Application is pre-approved, Ameren Illinois will pay no more than the pre-approved incentive amount.
 - d) Ameren Illinois reserves the right to cap incentives at \$10,000 for Standard projects that did not obtain pre-approval.
 - e) Incentives for Standard or New Construction applications will be capped at the project cost, which includes material cost and external labor cost (Internal labor is not considered in the project cost). Steam Trap Surveys are eligible for incentives when internal labor is used per the guidelines of the Steam Trap application.
- 6. MONITORING AND EVALUATION FOLLOW-UP VISITS:** Customer grants Ameren Illinois and any of its agents, the right to make follow-up visits, inspections or surveys of the Customer's facility during the 36 months following the completion date of the project at a time convenient to the Customer. If Ameren Illinois discovers that the EEMs were not actually and properly installed or were subsequently disconnected within 36 months after installation, Ameren Illinois shall be entitled to money damages equal to the total amount of incentive payments made plus interest.
- 7. CHANGES IN/CANCELLATION OF THE PROGRAM:**
- a) Ameren Illinois may change the program requirements, incentives, or these Terms & Conditions at any time without notice, including suspending acceptance of Applications, denial of Applications already received, or terminating the program.
 - b) In the event of program change, Applications that have been granted Pre-approval will be processed to completion under the Terms & Conditions in effect at the time of Pre-approval by Ameren Illinois.
 - c) Cash incentives under the Ameren Illinois programs are offered on a first-come, first-served basis and are subject to project and Customer eligibility, and the availability of funds.
- 8. LIMITATION OF LIABILITY AND INDEMNIFICATION:**
- a) AMEREN ILLINOIS' TOTAL LIABILITY TO CUSTOMER UNDER THESE TERMS AND CONDITIONS, OR ANY OTHER REQUIREMENT OF CUSTOMER'S APPLICATION OR CONDITION OF INCENTIVE AWARD SHALL BE LIMITED TO PAYING THE INCENTIVE PAYMENTS SPECIFIED IN THE APPLICATION OR PRE-APPROVAL LETTERS. AMEREN ILLINOIS, ITS PARENT, AFFILIATES AND SUBSIDIARIES, AND THEIR DIRECTORS, OFFICERS, EMPLOYEES, OR AGENTS SHALL NOT BE LIABLE TO THE CUSTOMER OR FOR ANY DAMAGES IN TORT (INCLUDING NEGLIGENCE) CAUSED BY ANY ACTIVITIES ASSOCIATED WITH THIS APPLICATION; LOSS OF PROFITS OR REVENUE; LOSS OF USE OF CUSTOMER'S PROPERTY, EQUIPMENT OR POWER SYSTEM; INCREASED COSTS OF ANY KIND, INCLUDING BUT NOT LIMITED TO CAPITAL COST, FUEL COST AND COST OF PURCHASED OR REPLACEMENT POWER; OR ANY SPECIAL, INDIRECT, CONSEQUENTIAL OR INCIDENTAL DAMAGES WHATSOEVER. BY PARTICIPATING IN THE AMEREN ILLINOIS PROGRAM, CUSTOMER AGREES TO WAIVE ANY CLAIMS, EXCEPT AS PROVIDED IN THIS ARTICLE 8.a) ABOVE, AND FULLY RELEASES AMEREN ILLINOIS FROM ANY OTHER DAMAGES, OF ANY KIND ARISING OUT OF OR RELATED TO CUSTOMER'S APPLICATION.
 - b) The Customer shall defend, protect, indemnify, and hold harmless Ameren Illinois, its parent, affiliate and subsidiaries, and their representative directors, officers, employees, and agents from and against all liabilities, losses, claims, damages, judgments, penalties, costs and expenses (including, without limitation, attorney's fees and expenses) with respect to all demands, claims, suits, causes of action, and/or judgments for injuries, including death, to any person, of third parties, and for property damage incurred by or assessed against Ameren Illinois arising out of or relating to Customer's Application.
- 9. NO WARRANTIES:** Ameren Illinois does not guarantee the energy savings and its parent, affiliates, employees, and agents do not make any representations or warranties of any kind regarding the results to be achieved by the EEMs or the adequacy or safety of such measures. Ameren Illinois and its parent, affiliates, employees, and agents do not endorse, guarantee, or warrant any particular manufacturer, contractor or product, and it provides no warranties, expressed or implied, including any implied warranty of merchantability or implied warranty of fitness for any product or services. Ameren Illinois has no obligations regarding and does not endorse or guarantee any claims, promises, work, or equipment made performed or furnished by any contractors or equipment vendors that sell or install EEMs.
- 10. CUSTOMER SHALL PAY ALL TAXES:** Incentive payments received by the Customer or any Third Party Payee under this Agreement may be taxable by the federal, state, and local government. The Customer is responsible for declaring and paying all such taxes, regardless of who receives the incentive.
- a) Except as expressly provided herein, if either Ameren Illinois or the Customer desires to modify these Terms and Conditions, the modification must be in writing and signed by an authorized representative of the party against which enforcement of the modification is sought.
- 11. REMOVAL OF EQUIPMENT:** The Customer agrees, as a condition of participation in the program, to remove and dispose of any equipment being replaced by the EEMs in accordance with all applicable laws, rules, and regulations. The Customer further agrees not to reinstall any of replaced equipment anywhere in Illinois, or transfer it to any other party for installation in Illinois.
- 12. CHOICE OF LAW AND DISPUTES.**
- a) THESE TERMS AND CONDITIONS, OR ANY OTHER REQUIREMENT OF THE APPLICATION GUIDE OR CONDITION OF INCENTIVE AWARD WILL BE GOVERNED IN ALL RESPECTS BY THE LAWS, STATUTES, AND REGULATIONS OF THE STATE OF ILLINOIS. AMEREN ILLINOIS AND CUSTOMER HEREBY IRREVOCABLY AND UNCONDITIONALLY WAIVE ANY RIGHT EITHER SUCH PARTY MAY HAVE TO A TRIAL BY JURY OR TO INITIATE OR BECOME A PARTY TO ANY CLASS ACTION CLAIMS IN RESPECT OF ANY ACTION, SUIT OR PROCEEDING DIRECTLY OR INDIRECTLY ARISING OUT OF OR RELATING TO THIS PROJECT.
 - b) Customer agrees that any dispute arising out of or related to the workmanship or performance of an EEM or the adequacy or safety or such measure shall be resolved solely between the Customer and either the EEM contractor or equipment provider (Rev11)

Standard Steam Trap Repair/Replacement Application

Required Documentation Checklists

Before submitting your application, please be sure to include all required information and documents as listed below.

General

- Complete all fields in the Customer and Project Information Section (p. 2)
- Ensure that all qualifying equipment is entered in the Incentive Calculation Section (pp. 3-5)
- Attach manufacturers' cut sheets for all energy saving equipment for which you are requesting incentives.
- Ensure the application is signed by the customer and the individual signing the form has checked the box indicating compliance with the Terms and Conditions.
- Signed W-9 form with Tax Identification Number associated with the Ameren Illinois customer. **Incentives WILL NOT be paid until a completed and signed W-9 (<http://www.irs.gov/pub/irs-pdf/fw9.pdf>) has been received.**
- Standard applications requesting less than \$10,000 in incentives do not require pre-approval and should submit a signed Incentive Request Form when the project is complete, along with the required documentation above to receive payment. If you are requesting more than \$10,000 in incentives, please submit a signed Incentive Request Form once your project is complete.

Supplemental Documentation

There are several supplemental forms required for specific situations, as described below. All supplemental documentation can be found on the Ameren Illinois Energy Efficiency Programs website at AmerenIllinoisSavings.com/forms.

Landlord Consent Form (<http://www.AmerenIllinoisSavings.com/portals/0/business/forms/landlord-consent-form.pdf>) is required if the Ameren Illinois customer is a tenant.

Payment Release Authorization (<http://www.AmerenIllinoisSavings.com/portals/0/business/forms/payment-release-authorization.pdf>) is required if the incentive is to be paid to a party other than the Ameren Illinois customer.

Large Incentive Request Form (<http://www.AmerenIllinoisSavings.com/portals/0/business/forms/large-incentive-request-form.pdf>) is required if the total requested incentive is over \$25,000.

Customer Acknowledgment and Signature

I certify that all information provided is correct to the best of my knowledge, and I give the Company's permission to share my records with the Illinois Commerce Commission, or its contractors, who plan to evaluate my energy usage. Additionally, I will allow reasonable access to my property to verify the installation and performance of the Energy Efficiency Measures that are eligible for incentives under the Programs.

By checking this box and signing below, I certify that I have read, understood and agree to the Terms and Conditions listed above (p. 7).
Applications will not be accepted as "complete" unless this box is checked.

Company Name (Ameren Illinois Customer): _____

Requested Incentive Amount: _____

Project Estimated Completion Date: (mm/dd/yyyy) _____

Estimated Lead Time for Major Equipment: _____

Print Name: _____ Title: _____

Signature: _____ Date: (mm/dd/yyyy) _____

Electronic signatures allowed and accepted by the Business Programs. Typing your name above constitutes a valid electronic signature.

Standard Steam Trap Repair/Replacement Application

Steam Trap Survey Log			
All information requested in this section of the application must be completed for submittal with all Steam Trap Incentive Applications.			
Ameren Illinois Customer's Business Name		Business Hours of Operation	_____ OR _____ Per day Per year
Contractor Company name for Survey Work			
Survey Date (mm/dd/yyyy)		Technician's name	Phone Number
Contractor Company Name for Repair/Replacement Work			
Repair Date (mm/dd/yyyy)		Repair Technician (name)	Phone Number

Directions for completing the log sheet:

SURVEY

- ID tag number - your internal ID tag number
- Location/description - general description of the location (e.g., NE wall of the boiler room)
- Indicate if location is outside - Inside/Outside
- Nominal System Steam Pressure (psig) - System pressure measured at the trap (less than or equal to 15, 15-29, 30-74, 75-124, 125-174, 175-249, 250 or greater)
- Trap Type - Inverted bucket, float type, thermostatic, disc type, or other
- Orifice Size (in inches) - 1/32, 1/16, 1/8, 3/16, 7/32, 1/4, 5/16, 3/8, other
- Trap Condition - Functioning Properly, OR Malfunctioning, (not leaking steam) - failed closed, OR Malfunctioning, (leaking steam) - failed open
- Malfunctioning and Leaking Steam - Yes or No (if "No", this trap is not eligible for incentives for repair/replacement).

REPAIR/REPLACEMENT

Complete this section only if traps were repaired and/or replaced.

- "In Service" or "Out of Service" - indicate one, for each trap - "Out of Service" traps are not eligible for incentives.
- Repaired/Replaced - indicate if unit was repaired OR replaced
- Traps must be malfunctioning and leaking steam to be eligible for "Repair/Replacement" incentives

"Best Practices" Recommendations	
✓	Develop a testing schedule for maintenance staff - including maintenance record to establish preventative maintenance program
✓	Repairs should be performed within nine months of survey completion to ensure that all failed traps have been repaired.

Standard Steam Trap Repair/Replacement Application

Survey and Repair/Replacement Log									
Steam trap survey and repair work must be recorded and submitted with the incentive application. Vender must record data in this log as the work is completed. Applicants should feel free to reproduce this table in a different document, if more rows are needed. The information requested in the Survey and Repair/Replacement Log is the <u>minimum</u> required information.									
SURVEY CONDUCTED								REPAIRED / REPLACED*	
Indicate testing method(s), check all that apply:	Listening device test		Pyrometer Method		Visual Observation				
ID Tag Number	Location Description	Indicate if Location is Outside	Nominal System Steam Pressure (psig)	Trap Type	Orifice Size	Trap Condition	Malfunctioning and Leaking Steam?	"In Service" or "Out of Service"	Repaired/ Replaced

Standard Steam Trap Repair/Replacement Application

Incentive Payment Request Form

This form and required documentation should only be submitted upon project completion. Project completion is defined by the Ameren Illinois Energy Efficiency Programs as all equipment installed and operable.

Required Documentation Checklists

ALL PROJECTS

- Completed this form? (Signed by the Ameren Illinois customer and checked the box indicating compliance with the Terms and Conditions.)
- Changes since pre-approval? (If applicable, submit a written summary of the specific changes and the rationale for the changes.)
- Invoices submitted? (Must show the date, place of purchase, model/part numbers, quantities and unit costs of all equipment.)
- W-9 submitted?

Steam Trap Survey

- A completed copy of the "Log" must be included. See pages 8 – 9 of the Steam Trap application.
- If external labor was used, a copy of the paid invoice of completed work specifying the labor used and the date the work was completed.
- If internal labor was used, no invoice is needed.
- Include with survey, a report of the findings and the recommendations, AND a cost-summary report that provides a listing of the cost of steam loss due to defective traps, cost estimates of repairing or replacing defective traps and economical payback period

Steam Trap Repair/Replacement

- A completed copy of the "Log" must be included. See pages 8 – 9 of the Steam Trap application.
- A copy of the paid invoice of completed work, including an itemized list of parts used, cost of parts and labor (external labor only), and the date the work was completed.
- Project cost includes only the replacement and/or repair parts and associated labor (external labor only). Survey labor cannot be included in this total.

Customer Acknowledgment and Signature

I certify that all information provided is correct to the best of my knowledge, and I give the Company's permission to share my records with the Illinois Commerce Commission, or its contractors, who plan to evaluate my energy usage. Additionally, I will allow reasonable access to my property to verify the installation and performance of the Energy Efficiency Measures that are eligible for incentives under the Programs.

By checking this box and signing below, I certify that I have read, understood and agree to the Terms and Conditions (p. 7). Further, I confirm that the upgrades have been completed at the facility location as specified in the "Customer and Project Information" Section of the Application. All equipment is installed and operational (not placed into storage). **Applications will not be accepted as "complete" unless this box is checked.**

Company Name (Ameren Illinois Customer): _____

Project Number (Pre-Approved Projects Only): _____

Project Completion Date: (mm/dd/yyyy) _____

Print Name: _____ Title: _____

Signature: _____ Date: (mm/dd/yyyy) _____

Electronic signatures allowed and accepted by the Business Programs.

Typing your name above constitutes a valid electronic signature.

Standard Steam Trap Repair/Replacement Application

INSTRUCTIONS (for electronic completion and submission):

After clicking Submit (above), if a new email message appears with this completed form attached, attach your supporting documentation (cut sheets, W-9 form, signature page, etc) to the email and click send. You can then save a copy of the completed form to your hard drive if you wish.

If a new email message does not appear, please save this completed form to your desktop. Then, create a new email message addressed to IllinoisBusinessProjects@ameren.com, attach the file you just saved as well as required supporting documentation (cut sheets, W-9 form, signature page, etc) to the email and click send. Do not submit "zip" files.

Individual attachments may not exceed 3 MB in size. The sum of all attachments may not exceed 10 MB, (PDF documents can generally be reduced sufficiently by selecting "Reduce File Size" under the "Document" menu in Adobe Acrobat).

Applications submitted electronically, using the "submit" button above, may receive priority in the application review process.