



# INCENTIVE REQUEST FORM

Complete one Incentive Request Form for **each building** that has been audited.

## CONTACT INFORMATION

Please complete the information below for the primary contact for this application.

Primary Contact Name		Title	
Local Government Agency/Applying Entity			
Street			
City		State	Zip
Email	Phone		Fax

## APPLICATION INFORMATION

Please check the following.

Facility Name:	
Facility Address:	
Total Audit Cost for above referenced facility:	

## INCENTIVE INFORMATION

I have completed the audit and am requesting a 50% incentive payment.

Complete the information below to request your incentive payment.

- I have attached a copy of the Energy Audit Invoice from the Energy Auditing Firm.
- I have attached proof of my payment, in full, to the Energy Auditing Firm.
- I have attached a copy of the final Energy Audit Report, or electronically submitted it to [energyefficiency@dplinc.com](mailto:energyefficiency@dplinc.com).
- I have attached a copy of my W-9, which DP&L requires for payment.



**PAYMENT INFORMATION**

*The incentive check for your energy audit cost will be sent to the contact listed below.*

<b>Make Incentive Checks Payable to</b>
<b>Mailing Address</b>

**APPLICANT AUTHORIZATION**

*Authorization section should be signed by the Mayor, Business Administrator, Executive Director, or comparable decision-maker at the applying entity.*

<i>I have read the Program Guidelines and understand the Program rules and procedures. I understand and agree that DP&amp;L is not responsible for work performed by a third party.</i>
<b>Applicant Representative Signature</b>
<b>Applicant Representative Printed Name</b>
<b>Date Submitted</b>

Please mail, fax or email your completed application to:

**Dayton Power & Light  
Energy Efficiency Programs  
1900 Dryden Road  
Dayton, Ohio 45439  
Fax: 937-331-4088**

**Email: [energyefficiency@dplinc.com](mailto:energyefficiency@dplinc.com)**

For further questions, please call **937-331-4770** or visit our website at [www.dpandl.com/government](http://www.dpandl.com/government)

**STAFF USE ONLY**

Date Received: _____	Project No.: _____
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