Process Guide



Step 1: Verify Equipment Eligibility

- Check the California Foodservice Instant Rebates Qualifying Products List: caenergywise.com/instant-rebates
 - o List is updated once a month to reflect the addition/removal of qualifying equipment.

Step 2: Verify Customer Eligibility

- Verbally confirm that the site where equipment will be installed receives non-residential service from Pacific Gas and Electric Company (PG&E®), Southern California Edison Company (SCE®), or San Diego Gas & Electric Company (SDG&E®) before offering an Instant Rebate.
 - o Customers must have a non-residential electric account with PG&E, SCE, or SDG&E.
- Ask the customer for the zip code where the equipment will be installed.
- Navigate to <u>caenergywise.com/instant-rebates</u> and scroll down to "Customer Eligibility."
- Enter the zip code where the equipment will be installed and click "Search ZIP Code."
- The ZIP Code Lookup Tool will provide an eligibility response for Natural Gas, Electric, and Dual Fuel Equipment. Follow the directions below based on the fuel type of equipment that you are selling.
 - o Eligible ✓ Customer is eligible to receive an Instant Rebate for this fuel type, proceed to step 3
 - o More Information Needed ⚠ Call Energy Solutions at (714) 787-1098 before offering an Instant Rebate to confirm the customer's energy provider
 - o Ineligible X Customer is not eligible to receive an Instant Rebate for this fuel type

Step 3: Complete the Sale

- Apply sales tax to the pre-rebated cost of the equipment.
- Ensure invoice includes a line item specifying "California Instant Rebate" and that the rebate amount is correct by referring to the Qualifying Product List on <u>caenergywise.com/instant-rebates</u>.
- Collect installation address from customer and note address legibly on invoice.

Step 4: Submit Claim for Rebate Reimbursement

- After invoicing, log-in to www.californiainstantrebates.com and click the "Submit New Claim" button.
- Complete claim form with the required information and upload a copy of the customer's invoice.

Contact us:

www.caenergywise.com/instant-rebates (714) 787-1098, instantrebates@energy-solution.com

Rebate claims are usually reviewed and approved within a few days. Reimbursement checks are generally issued within two weeks of application approval.

The California Foodservice Instant Rebates Program is funded by California utility customers and administered by Southern California Gas Company (SoCalGas®) and supported by the state's other investor-owned utilities (IOUs), Pacific Gas and Electric Company (PG&E®), Southern California Edison Company (SCE®) and San Diego Gas & Electric Company (SDG&E®), under the auspices of the California Public Utilities commission through a contract awarded to Energy Solutions. Program funds, including any funds utilized for rebates or incentives, will be allocated on a first-come, first-served basis until such funds are no longer available. This program may be modified or terminated without prior notice. Customers who choose to participate in this program are not obligated to purchase any additional goods or services offered by Energy Solutions or any other third party. The selection, purchase, and ownership of goods and/or services are the sole responsibility of customer. None of the above-mentioned IOUs make any warranty, whether express or implied, including the warranty of merchantability or fitness for a particular purpose, of goods or services selected by customer. None of the IOUs endorse, qualify, or guarantee the work of Energy Solutions or any other third party. Eligibility requirements apply; see the program conditions for details.

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