



An AEP Company

BUSINESS REBATES REQUIRED DOCUMENTATION

EVERY APPLICATION REQUIRES:

1. PSO Account Number
 2. A Terms and Conditions form signed by the PSO customer or authorized representative*.
- Equipment that meets the program's technical requirements†.

* The authorized representative must provide a customer signed authorization document.

† Equipment Technical Requirements can be found in the Resource Library under Project Resources on PowerForwardWithPSO.com or by calling 1.888.776.1366.

PRE-APPROVAL REQUIREMENTS

You must seek pre-approval and submit required documents before purchasing equipment for:

- All custom projects
- Retrofit lighting projects installing either 100 High Bay/ Exterior Fixtures or 500 other fixtures types, or more
- New construction lighting projects installing 250 fixtures or more
- HVAC projects installing a total of 250 tons or more
- VFDs projects installing a total of 125 Hp or more
- Any other project type, where the rebate amount is greater than \$5,000

For projects that do not require pre-approval, a rebate application and all required documentation must be submitted within 60 days of the invoice date.

REQUIRED DOCUMENTS BY PROJECT TYPE:

NEW CONSTRUCTION LIGHTING

COMcheck or equivalent document listing all models, wattages, and quantities.

Lighting Layouts/Drawing

Equipment Spec Sheets

Once completed, invoice(s) listing date, location, models and quantities

RETROFIT LIGHTING

Equipment Spec Sheets or ARHI certificate

Once completed, invoice(s) listing date, location, models and quantities

HVAC

Equipment Spec Sheets or ARHI certificate

Once completed, invoice(s) listing date, location, models and quantities

APPLIANCES | BUILDING ENVELOPE EQUIPMENT | PLUG LOAD CONTROLS | POOL PUMPS | REFRIGERATION & KITCHEN EQUIPMENT

Equipment Spec Sheets or ARHI certificate

Once completed, invoice(s) listing date, location, models and quantities

CUSTOM

Agricultural | Air Compressors | Chillers | Data Centers |
Geothermal | Energy Management Systems | Motors |
Oil & Gas | Process Equipment | Process Motors & VFDs | etc.

Custom Project Summary Form

Equipment Spec Sheets

Depending on the project, Data Logger information may be required

Once completed, invoice(s) listing date, location, models and quantities