

1. Confirm customer eligibility

- Customer must reside in Texas and receive electric service from EPE
- Average demand at customer site must not exceed 100 kW or 250 kW for multiple sites
- If customer site exceeds the kW limit, they may qualify for incentives through the Large Commercial Solutions Program
- To confirm eligibility, please contact:

Don Johnson

Energy Efficiency Program Coordinator
(915) 351-4237
don.johnson@epelectric.com

El Paso Electric Company

Energy Efficiency Department
(915) 521-4488

Ivan Faudoa

Energy Efficiency Program Consultant
(915) 255-4285
ivan.faudoa@clearesult.com

CLEAResult

(915) 255-4300

2. Complete Customer Acknowledgement Form (located in the TX Other Measures Calculator)

- Contractor name, address, signature (Payment information must match W9)
- Existing Shading, Window Glazing (Single or Double Pane) and thickness (1/8, 1/4, 1/2)
- Existing Air Conditioning Type (Age of AC)
- New Shading Coefficient and Total Treated Area by Orientation (Sq. Ft.)
- Total Treated Area by Orientation (Sq. Ft.)
- Peak kW Savings and Incentive Amounts (Values from Window Treatment Calculator)

3. Reserve funds and schedule inspections

- Provide a project estimate to the customer utilizing the TX Other measures Calculator
- Create project in the Contractor Portal at epe-portal.clearesult.com/contractor;
 - Attach signed Customer Acknowledgement Form
 - Attach TX Other Measures Calculator
 - Attach Pre-existing photos of windows and AC nameplate
- CLEAResult will review projects in the Contractor Portal and will sign and e-mail back the Customer Acknowledgement Form within 3 business days to officially reserve funds
- Contact CLEAResult's Ivan Faudoa to schedule pre- and post-installation inspections
 - **All** contractors **must** schedule pre- and post-installation inspections for their first three projects annually for at least 15% of submitted projects or projects greater than 10 kW in peak demand savings

4. Verify and Submit required documentation for payment of each project

- a. Submit final documentation within 45 days of reservation to the Contractor Portal epe-portal.clearesult.com/contractor:
- b. TX Other Measures Calculator
- c. Customer Acknowledgement Form
- d. Accompanying photos/documentation
- e. Itemized invoice showing EPE incentive and customer balance
- f. Manufacturer specification sheet

5. Quality control/quality assurance

- a. Maintain Program compliance – see Probationary Policies & Procedures document