



Window Retrofit Program

For small commercial wood frame locations
with electric heat

OFFICIAL USE ONLY

CUSTOMER ID

Project Information Form

To be completed by utility account holder and installation contractor. Answer the following questions based on the small commercial location. All fields are required. This program is focused on energy savings, for small commercial spaces that are upgrading their current windows.

Business Name

Phone

Site Address

City/State/Zip Code

SITE INFORMATION

Business Type (Please describe)

Hours of operation

Square footage of the small commercial location

What type of heat does the location have? Ceiling Wall Baseboard Radiant Heat Pump Other electric heat

What is the pre-existing window type? Single pane Single pane with storm shutters Does the site have a natural gas meter? Yes No

Has the same tenant or business type occupied the site for at least 24 months? Yes No

If no, please explain

Year building was constructed

Does the site have air conditioning? Central Zonal None

Has the site been weatherized/insulated? Yes No If yes, what year? _____

Will other energy efficiency measures be installed at the same time as the window retrofit? Yes No

If yes, please describe

INSTALLATION INFORMATION

Contractor company name

Date of installation

Total cost (including equipment, labor, electrical, tax, permit, and other costs, prior to rebate)

Are you replacing all the windows in the building? Yes No

Total square feet of windows in the building

Total square feet of windows that were replaced

DETAILED DESCRIPTION OF WINDOWS INSTALLED

	Quantity	Window Description	Window Square Footage	Window U-Value
Windows Type 1				
Windows Type 2 (if more than one type installed)				
Windows Type 3 (if more than two types installed)				

Please email completed forms to eedocs@bpa.gov