

# APPLICATIONS MADE EASY

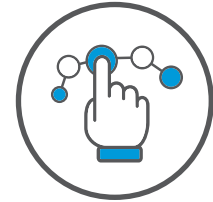
FROM THE PPL BUSINESS ENERGY EFFICIENCY PROGRAM

## BEFORE YOU APPLY



### Choose your upgrade

Work with your contractor on where to save first. Need help developing your project? Reach out to our team at [PPLBusiness@clearesult.com](mailto:PPLBusiness@clearesult.com) to schedule a free assessment.



### Document checklist

To make things easy, gather any documents you may need beforehand, including your:

- **PPL Electric Utilities bill where project is being completed, dated within one year of application submission**
- **Completed, signed W-9 with tax identification on the most current IRS version (Rev. 2018)**
- **Completed measure calculator(s) within date of application**
- **Spec sheet(s)**
- **Cost estimates**



## WHEN YOU'RE READY

# 1

### Visit our Online Portal

Using Google Chrome, log in as a customer or Program Ally, or register as a new user at [pplelectric.com/businessportal](http://pplelectric.com/businessportal).



# 2

### Apply, upload and submit

Select **New Rebate Application** and follow the prompts to fill out your information and upload your documents. When you're finished, review your application then click submit!



# 3

### Project under review

Our program team will review your application in about **15 business days**. You will receive a notification on the portal and via email if a correction is needed or when you've been pre-approved.



# 4

### A) Prescriptive projects

Project can begin immediately, no pre-approval needed.

### B) Custom projects

Pre-approval is required before work is started. The project will be reviewed by engineering. Once the program and engineering review is complete, a pre-approval letter will be sent and the project may be started.



# 5

### Payment request

When the project is complete, log in to the portal and click "Payment Request." Upload invoices and any final documents. Mark date of completion and click "Submit."

That's it! You'll start saving energy right away and receive your check in the mail within 4 to 6 weeks, after final review and approval.



## Still have questions?

Contact us at **1-866-432-5501** or [PPLBusiness@clearesult.com](mailto:PPLBusiness@clearesult.com) or visit [pplelectric.com/businessrebates](http://pplelectric.com/businessrebates).



PPL Electric Utilities

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