

# City of San Marcos Commercial Lighting Rebate Program



*The City of San Marcos Commercial Lighting Rebate Program encourages replacement of older inefficient lighting products with newer energy-efficient technologies. Common lighting upgrades include replacing existing fluorescent lighting with LEDs, replacing high-pressure sodium and metal halides with LEDs, replacing incandescent exit signs with LED, and installing lighting controls such as occupancy sensors.*



## **Eligibility**

**Pre-approval is required in order to qualify for this rebate!** Program is open to existing multi-family, commercial, institutional and industrial San Marcos Electric Utility (SMEU) customers with an account in good standing. New buildings (constructed within the last 10 years) are not eligible for lighting replacement rebates.

## **Rebate Amounts**

\$250 per kW reduced, up to \$12,500. Rebate may not exceed 50% of installed cost.

\$25 per device for installing lighting controls and replacing incandescent exit signs with LEDs

## **Qualifying Products**

Any product that improves lighting efficiency and results in documentable energy savings.

## **Rebate Process**

**Step 1: Pre-approval is required in order to qualify for the rebate!** Customer must submit completed application packet **before** purchasing and installing new lighting products.

**Step 2:** City staff will review application packet and funds availability, and if necessary will contact customer to schedule a pre-installation inspection.

**Step 3:** City Staff will issue a *Letter of Approval* to proceed with purchase and installation of new lighting products.

**Step 4:** After receiving *Letter of Approval*, customer purchases and installs new lighting products.

**Step 5:** Upon project completion and no later than 90 days after the date of the *Letter of Approval*, customer submits final itemized invoice and completed IRS W-9 form to SMEU.

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**Step 6:** City staff will review final documentation, and contact the customer to schedule a follow-up inspection. New lighting products must be installed and functional at the time of the inspection.

**Step 7:** City staff will process the rebate as either a credit on the utility bill or as a check mailed to the customer.

## Additional Terms

- Rebates are offered on a first come/first serve basis and are subject to availability of funds.
- SMEU may alter program requirements at any time without prior notice.
- SMEU reserves the right to deny any application or refuse incentive payment for systems that do not meet all program requirements.
- Rebated products must be installed within the SMEU service area, and must remain in use at the specified address for the lifetime of the product.
- Rebates of \$600 or more will be reported to the IRS.

Applicant must submit a completed W-9 Request for Taxpayer Identification Number and Certification form.

- Rebate amount is pre-tax and is for purchase of new equipment and installation only. Rebate is not applicable to used equipment, maintenance agreements, warranties or any other items.
- Applicant and contractors must comply with applicable local, state and federal regulations, and must obtain all required permits and inspections.
- If property is leased, applicant is responsible for obtaining approval from the property owner for modifications made to the property.
- The City of San Marcos does not endorse specific brands, products, contractors or dealers; nor does it guarantee materials, workmanship, performance or durability of rebated products.



**For more information call 512-393-8310 or email [jklein@sanmarcostx.gov](mailto:jklein@sanmarcostx.gov)**

**Send completed application packet to:  
City of San Marcos Public Services - Conservation Dept.  
630 East Hopkins  
San Marcos, TX 78666**

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***PRE-APPROVAL IS REQUIRED - submit completed application packet before purchase and installation of new lighting products. Incomplete applications will be returned.***

## **Customer Information**

Electric utility customer (business) name: \_\_\_\_\_

San Marcos electric utility account number: \_\_\_\_\_

Installation address: \_\_\_\_\_

Contact person name and title: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

Make rebate check payable to: \_\_\_\_\_

Mailing address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_

## **Contractor Information**

Lighting contractor name: \_\_\_\_\_

Mailing address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_\_

Contact person name and title: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

## **Property Information**

Year built: \_\_\_\_\_ Operating hours per day: \_\_\_\_\_ Days per year: \_\_\_\_\_

Building square footage: \_\_\_\_\_ Property is: \_\_\_\_ Owned \_\_\_\_ Leased

## **Lighting Information** (Attach lighting survey and new equipment specification sheets)

Brief description of project: \_\_\_\_\_

Estimated project cost (\$): \_\_\_\_\_ Estimated energy savings (kW): \_\_\_\_\_

***I have read, understand, and agree to the City of San Marcos Commercial Lighting Rebate Program requirements and terms.***

**Electric utility customer name (printed):** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_