



Los Angeles
Department of
Water & Power

UPDATED 2018!

CHARGE UP L.A.!

ELECTRIC VEHICLE CHARGER COMMERCIAL REBATE APPLICATION



The Los Angeles Department of Water and Power (LADWP) is offering the Electric Vehicle (EV) Charger Rebate Program, “Charge Up L.A.!” to encourage our customers to “drive electric,” and to support EV charging throughout the city – at home, at work, or on the go!

For **LADWP commercial customers**, the EV Commercial Charger Rebate Program offers a rebate of up to \$4,000 to offset the cost and installation of a qualifying Level 2 (240-volt) charger(s) for use by their employees, tenants or the general public.

Please confirm your eligibility by reviewing the terms and conditions listed inside this application. Once you have confirmed eligibility, complete all sections of this applications where indicated.

Send the required documentation with the completed application to:

LADWP EV Charger Program P.O. Box 51111, Room 1019, Los Angeles, CA 90051

Learn more about LADWP Electric Vehicle initiatives at **www.ladwp.com/EV**

HOW TO APPLY

1. Confirm Eligibility by reviewing the Program Terms and Conditions.
2. Purchase and install the Eligible EV Charger(s).
3. Complete all sections of this application. Make sure it is signed and dated.

Send the application and required documentation to:

LADWP Electric Vehicle Processing Center
P.O. Box 51111, Room 1019, Los Angeles, CA 90051-0100

Rebate applications must be received within six months of the EV charger purchase. The application must be postmarked no later than June 30, 2018. LADWP will only accept original signed applications and all paperwork submitted becomes property of LADWP. For your records, please make a copy of all documents (including your application) before mailing.

TERMS AND CONDITIONS

By submitting this LADWP EV Rebate Application, I agree, understand and have met the following terms and conditions:

1. The Commercial LADWP Electric Vehicle (EV) Charger Rebate Program, "Charge Up L.A.!" (Herein after referred to as "Program") provides rebates to assist LADWP commercial customers with the purchase and installation costs of qualifying EV charger(s). The Program begins on March 1, 2016 and expires June 30, 2018. The Program may be modified without prior notice and can be terminated when the program goals are met, or funds are exhausted; whichever comes first. Funds are limited and rebates are not guaranteed. Applications are accepted on a first-come, first-served basis and processed in the order received.
2. The maximum rebate offered for the purchase and installation of a qualifying Level 2 (240-volt) EV charger is \$4,000. EV chargers that have more than one port are eligible to receive an additional \$750 (per port). The rebate amount will be determined on the total cost of the charger and installation, minus any additional EV charger incentives or rebates received from a third party/parties. Costs incurred by the installation of an electrical conduit and panel capacity of new building construction, as required by the L.A. Green Building Ordinance, will not be considered as part of the EV charger installation rebate. Costs incurred by the installation of electrical conduit and panel capacity upgrades for existing buildings are eligible costs that can be included as part of the installation charges to receive a rebate. Chargers may be owned by either the DWP customer or third parties. The rebates will be provided to the LADWP customer only; however, the customer has the option to assign their rebate to a third party. Power for the chargers must be provided by LADWP.
3. One Level 2 EV charger rebate is available for a commercial customer that has a minimum of 3 parking spaces available to employees, customers, visitors, and tenants. One additional Level 2 charger rebate is available for every 10 additional parking spaces. A maximum of 40 EV charger rebates is available per premises (maximum of 100 charger rebates per premises for properties owned by the City of Los Angeles). Premises are defined as an integrated land area including improvements thereon, undivided by public thoroughfares or railroads and where all parts of the Premises are operated under the same management of for the same purpose. Indications of the "Same Management" include, but are not limited to, common access, parking, lighting, landscaping, and combined maintenance of common areas. A single premise may consist of several lots, properties and/or joint/multiple owners and/or several businesses.
4. Level 2 (240-volt) EV charger must be newly purchased. Resale units, rebuilt, rented, received from warranty insurance claims, won as a prize, or new parts installed in existing units do not qualify. Chargers(s) must utilize the SAE J1772 charging plug and must be UL Listed (certified by Underwriters Laboratories Inc.), ETL Listed; certified by a Nationally Recognized Testing Laboratory (NRTL), or approved by the Los Angeles Department of Building and Safety (LADBS) Test Lab at the time of purchase. The wall or pedestal mounted qualifying EV charger must be installed by a licensed contractor and must be hardwired to the building structure at the corresponding LADWP electric service address. Energy for the EV chargers shall be measured through an LADWP installed dedicated statistical or revenue meter(s). Customer shall provide a meter socket(s) to accommodate the LADWP meter(s) per the Los Angeles Rules Governing Water and Electric Service and the LADWP Electric Service Requirements. LADWP will install the meter(s) in the customer provided metering socket(s) at no cost when approved for service. Customer shall design the installation to minimize the number of meters to accommodate the most number of EV chargers as practical.
5. The application must be completed by the LADWP commercial customer and must be original signed. Faxed, scanned, or emailed applications will not be accepted. Rebate applications and required documents must be postmarked no later than June 30, 2018 and must be submitted by mail within twelve months of the installation of the LADWP dedicated statistical or revenue meter(s).

Applications received by LADWP with missing documentation or that do not meet the program criteria will not be considered for payment. LADWP is not responsible for documents lost or destroyed in the mail via transit. Submitted rebate application and accompanying documents become the property of LADWP. LADWP may request additional documentation to verify that the business entity meets the criteria for the Program eligibility. LADWP has latitude regarding interpretation of the documentation.

6. The EV charger(s) must be accessible to employees, customers, visitors and tenants to charge EVs approved for highway application by the U.S. Department of Transportation. The EV charger(s) shall not be used to charge golf carts, neighborhood carts, motorcycles, and electric scooters.

7. Program participants must be in compliance with all state, county, city governments (including Los Angeles Department of Building and Safety or State Architect), property owner, and/or homeowner association requirements regarding local conditions, restrictions, codes, rules and regulations. All permits necessary regarding the installation of EV chargers, metering equipment, or any other support equipment required or necessary for the proper and safe installation of the EV must be obtained. In addition, the Program participant is solely responsible for the adherence to all applicable conditions, covenants, and restrictions imposed by the aforementioned persons or organizations. All permits necessary must be obtained prior to the EV charger(s) installation(s). The sign-off date must be on or before program expiration/termination date.

8. LADWP reserves the right to inspect the EV charger installation at any time with reasonable notice. The Program participant must agree to provide LADWP's representative reasonable access to the installation location during normal business hours. Any refusal by the Program Participant to allow reasonable access to the EV charger installation site for the purpose of inspection by an authorized LADWP representative may result in forfeiture of the estimated earned rebate. The EV charger(s) is/are to remain in service at the location specified on the rebate application for a minimum of six months or the LADWP electric service account is closed. Failure to adhere to the six month service requirement may result in the forfeiture of all paid rebates, or a portion thereof.

9. LADWP makes no warranty and is not responsible for any representations, whether expressed or implied, included but not limited to the warranty of merchantability, fitness, performance, and longevity for any particular purpose, use, or application of the item(s) or measure(s), manufacturers, dealers, contractors, or any other third parties, materials, workmanship, the quality, safety and/or installation of the item(s) or measure(s), effects on pollutants or any other matter with respect to the Program. Moreover, LADWP shall not be responsible for the workmanship including quality of installation, or the installer's failure to comply with applicable safety standards as it relates to the installed equipment.

10. As part of my acceptance of this rebate, LADWP may utilize data generated by the use of the electric vehicle charger to improve LADWP services, conduct studies, and any other purposes in furtherance of LADWP's operations. Such data may also be provided to other entities for research and grant purposes and/or as required by law. Additionally, LADWP retains the right to generate and own Low Carbon Fuel Standard Credits for electricity provided to any chargers installed under this program.

11. Program participants agree to participate in the LADWP's demand response program for the life of the installation. If an event or condition where electric load to the distribution system needs to be curtailed; LADWP has the right to remotely or manually disconnect the load from the EV meter for the duration of the event or condition without notice.

12. Implementation and interpretation of the terms and conditions of this program are at the sole discretion of the LADWP.

13. Please allow up to six months after application submittal to receive the earned rebate.



Commercial and Multi-Residential Rebate Application

Before mailing your application, please ensure that this application is complete, signed and dated. LADWP will only accept original signed applications. Faxed, scanned, or e-mailed applications will not be processed.

App# (office use only)

SECTION 1: LADWP ACCOUNT AND PROPERTY INFORMATION

LADWP Commercial Account Name (as it appears on your LADWP Bill) LADWP Commercial Account Number

LADWP Commercial or Multi-Residential Service Address City Zip Code

List the electric meter number(s) that serve(s) the EV Charger(s):
(attach a separate spreadsheet for additional meters)

EV installation is: ☐ part of a new building construction ☐ existing infrastructure retrofit

Business or Property Type	<input type="checkbox"/> Factory	<input type="checkbox"/> Restaurant	<input type="checkbox"/> Mobile Home	<input type="checkbox"/> Education Facility
	<input type="checkbox"/> Market/Grocery	<input type="checkbox"/> Medical Facility	<input type="checkbox"/> Car Rental	<input type="checkbox"/> Condominium/Townhome Complex
	<input type="checkbox"/> Office Building	<input type="checkbox"/> Hotel/Motel	<input type="checkbox"/> Parks/Recreation	<input type="checkbox"/> Other (describe):
	<input type="checkbox"/> Retail Store	<input type="checkbox"/> Apartment Building	<input type="checkbox"/> Government	

The Payee on the rebate check is the same as the LADWP Account Name: ☐ Yes (Skip to Section 3) ☐ No (Continue to Section 2)

SECTION 2: PAYMENT ASSIGNMENT

Please complete this section only if the payee is different than the LADWP account holder

As the LADWP Customer of Record, Business Owner, Property Owner, or HOA President, I request to assign the right to receive payment for this rebate to the individual or entity listed in this section. I understand that I will not be receiving the rebate check from LADWP and that my release of this rebate payment does not exempt me from the rebate requirements outlined in this application.

Payee Name (First Name, Last Name) or Legal Entity Phone Number Email Address

Payment Assignment Authorized by: Title LADWP Account Holder Signature
Print LADWP Account Holder (First and Last Name)

SECTION 3: REBATE CHECK MAILING ADDRESS

Rebate Check Mailing Address (if different than LADWP Service Address):

- ☐ Mail the Rebate Check to the LADWP Service Address (listed in Section 1 of this rebate)
☐ Mail the Rebate Check to the following mailing address (if different than LADWP Service Address):

Address City State Zip Code

SECTION 4: PAYEE TAX INFORMATION

Tax Status (check one) ☐ Corporation ☐ Limited Liability Company/Limited Partnership
☐ Exempt (non-profit) ☐ Individual/Sole Proprietor

Business ID Information Business EIN or Federal Tax ID: _____ - _____
California Business Entity ID Number: _____

SECTION 5: PROGRAM ELIGIBILITY

I certify that the following number of parking spaces are available at the LADWP Service Address for:

Employees: Parking Qty.	+	Customers/ Visitors: Parking Qty.	+	Tenants: Parking Qty.	=	Parking Qty. Total:
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By checking the following boxes, I certify that the following statements are true and apply to the EV charger(s) listed in Section 6 of this Application:

- ☐ All required permits were obtained to be in compliance with all state, county, city government(s), property owner, and Home Owner Association.
☐ The EV Charger(s) is/are used by employees, customers, tenants, or visitors to charge electric vehicles.

SECTION 6: EV CHARGER INFORMATION*

Charger(s) Purchase Date:

Charger(s) Installation Date:

Charger Type	Connector/Port	Make	Model Number	EV Charger Serial Number
<input type="checkbox"/> Wall Mount <input type="checkbox"/> Pedestal Mount	<input type="checkbox"/> Single <input type="checkbox"/> Additional			
<input type="checkbox"/> Wall Mount <input type="checkbox"/> Pedestal Mount	<input type="checkbox"/> Single <input type="checkbox"/> Additional			
<input type="checkbox"/> Wall Mount <input type="checkbox"/> Pedestal Mount	<input type="checkbox"/> Single <input type="checkbox"/> Additional			
<input type="checkbox"/> Wall Mount <input type="checkbox"/> Pedestal Mount	<input type="checkbox"/> Single <input type="checkbox"/> Additional			

SECTION 7: REBATE AMOUNT*

EV CHARGER TYPE Up to program limit (see Terms and Conditions Section 2)	QTY. (A)	REBATE PER UNIT (B)	TOTAL REBATE AMOUNT (A) X (B)
<input type="checkbox"/> Wall/Pedestal Mount Level 2 (240 V) Charger		Up to \$4,000.00	\$
<input type="checkbox"/> Additional Level 2 (240 V) Port on Wall/Pedestal Mounted Level 2 Charger		Up to \$750.00	\$
TOTAL REBATE AMOUNT			\$

SECTION 8: REQUIRED DOCUMENTATION

Please submit the following documentation with this completed application:

Proof of EV Charger Purchase and Installation

- ☐ EV Charger PAID Invoice that includes purchase date, retailer name, address, phone number, itemized EV Charger(s) make and model number(s)
- ☐ Installation Contract or agreement that includes the licensed contractor/company name, address, telephone number, installation address, installation date, itemized installation costs, and itemized EV charger information that corresponds with PAID EV charger invoice
- ☐ Approved Safety Permit (LADBS, State Architect, or other governing agency)
- ☐ *A separate spreadsheet with the EV information as listed in Sections 6 and 7 for any additional EV Chargers up to program limit
- ☐ Copy of LADWP Utility Bill (only page 1)
- ☐ W-9 Form

Pictures: ☐ Completed installation for every EV Charger installed ☐ Installed revenue/statistical meter

SECTION 9: AUTHORIZED CONTACT

I can be contacted to discuss and receive correspondence regarding this rebate and/or schedule an inspection. I am the:

☐ Property Owner ☐ Business Owner ☐ HOA President ☐ Other (Describe): _____

Authorized Representative - By completing this section, I certify that I am authorized to conduct business on behalf of the business owner, property owner, and the LADWP Account Holder. As the Authorized Representative, I can be contacted to discuss this rebate and/or schedule an inspection.

☐ Mr. ☐ Ms. **Title:** _____

Name (First, Last) _____

Day time phone number _____

Alternate phone number _____

Email _____

Send any correspondence regarding this rebate to me ☐ Via email ☐ To the LADWP Service Address ☐ To the following address:
 Rebate Correspondence Address _____ City _____ State _____ Zip Code _____

SECTION 10: AUTHORIZED SIGNATORY - LADWP CUSTOMER

I have read, understand, and agree with the terms, conditions, and requirements of the LADWP Electric Vehicle (EV) Charger Rebate Program, "Charge Up L.A.!" I certify that the information I have provided is true and correct and the EV charger(s) for which I am requesting a rebate meets the requirements of this program.

Name (Print first and last name) Title _____

Signature _____

Date _____