



Owatonna Public Utilities Partnering in Energy Solutions Program

Customer Billing Payment Approval Guidelines

If customer qualifies, OPU will put the project cost on the customer's OPU bill and pay the ESP.

- Requirements for putting on the customer's bill:
 - Follow OPU Financing Plan as initially approved by the Commission on **10/26/10**.
 - Need signed "Customer Billing Payment Option Memo of Understanding".
 - Allows OPU to investigate customer's credit history
 - Copy of the project proposal/cost benefit analysis
 - Project's final invoice; no in-process billing
 - Project's completed rebate application(s) with final invoice(s)
 - Approved "Customer Billing Payment Approval Form".
 - 2 year payment history as an OPU customer
 - Acceptable OPU credit history review
 - If needed, a credit report at customer's expense
 - **Projects will be financed up to \$25,000 per customer.**
 - **Financing may be limited by the cap on the revolving fund. The total amount of funds loaned out to all OPU customers may not exceed \$250,000 at any given time.**
 - The rebate amount will be paid directly to the customer, either by check or bill credit, which is to be used to make a final payment to the Energy Solutions Partner. The remaining balance will be spread out over an agreed upon timeframe not to exceed 24 months.
 - Balances under \$5,000 limited to 12 months
 - OPU administrative fee \$300
 - Balances over \$5,000 not to exceed 24 months
 - OPU administrative fee \$500