



Business New Construction

ENERGY EFFICIENT BUILDINGS FLOW CHART

STEP 1*

Download application from xcelenergy.com/BusinessNewConstruction or request it from your account manager.

STEP 2

Complete and sign the application, then send it to your account manager or energyefficiency@xcelenergy.com.

STEP 3

Xcel Energy will do an initial review of your application and send an acceptance email, that includes the next steps, time frame and additional documents required. The requested documentation includes: construction documents, submittals and/or equipment specifications.

STEP 4

Xcel Energy will work with you and your contractors to review your plans, identify energy efficiency opportunities and determine rebate potential.

STEP 5

Xcel Energy will send a letter that shows a preliminary incentive amount and a brief description of any additional energy efficiency recommendations that were identified.

STEP 6

Approximately two months prior to project completion, you need to contact Xcel Energy to verify construction completion.

STEP 7

Xcel Energy will complete an on-site verification and update rebate amount based on equipment installation.

STEP 8

Xcel Energy will complete rebate and send in four to six weeks.