

Contractor Circle

Offering instant discounts

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A great benefit to being a Contractor Circle member is that you can offer instant discounts to your customers. You can provide your customers with a discount for the full eligible rebate amount at the time of product purchase and installation, and you'll receive the rebate as a check or direct deposit.

Why offer instant discounts:

- You'll help your customers reduce their upfront out-of-pocket costs while charging the same price.
- Offering instant discounts helps you close sales on high-efficiency products.
- With minimal paperwork and an online rebate application for our Contractor Circle installing members, we've made the process fast and hassle free.



Benefits of the online instant discount application:

Pre-populated company information: No need to enter your company name on every application.

Direct deposit: Only the online instant discount application portal has the option to select direct deposit. Direct deposit information is pre-populated in the application, and rebate payments can be electronically deposited into your account.

Qualifying products: The built-in drop-down lists with qualifying manufacturers and models ensure the equipment you installed qualifies for a rebate.

No more postage stamps: All of your required documents can easily be uploaded to the application.

Simplified accounting: All application details are included on the check stub or direct deposit, so it's easy to match a check to a customer's invoice.

Easy to track: Track your outstanding applications in our portal – you'll be able to see what's processing, what's paid and what's pending further information.

Learn more at [nicorgasrebates.com/
contractor-circle](https://nicorgasrebates.com/contractor-circle)

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Approved air sealing, insulation and duct sealing contractors are required to provide instant discount.

How to use the instant discount:

1. Verify your customer is a Nicor Gas customer and help them select a qualifying product.
2. Provide all required information on the invoice, including:
 - Your company name, address and phone number
 - Customer name/business name and installation address
 - Installation date
 - Equipment/product manufacturer and model
 - Total installed cost (itemized by each piece of rebate-qualifying equipment)
 - Proof of payment or payment terms (balance due of zero, financing terms or paid-in-full stamp)
 - The full and correct rebate amount deducted from the purchase price, clearly labeled as an energySMART or Nicor Gas rebate
3. **Have your customer sign the invoice or receipt** (indicating that he or she has received the rebate as an instant discount and is releasing payment of the rebate to you).
 - You must submit the rebate application, customer-signed invoice and any other required documentation within 90 days of installation, or by January 31, 2019, whichever comes first.



Reminders:

- You should promptly respond to any requests for additional information required to process the rebate.
- You will receive your rebate payment within approximately six to eight weeks after submitting a correct and complete application with all required materials.
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