



# Contractor Registration Form

Welcome to the Reno C-PACE program! We are delighted you are interested in becoming a registered contractor. As such, you will enjoy multiple perks, including:

- Automatic listing on the C-PACE website for maximum exposure to potential clients
- Access to proprietary, easy-to-use technology tools to help you quickly scope and model projects and create and share professional proposals
- Dedicated training on how to maximize the opportunities C-PACE presents
- Automatic inclusion on the C-PACE distribution list so you’re the first to know about new tools, new marketing materials, and other important updates.

Registration requires just two steps: (1) attend a half-day workshop (find details on the [Reno C-PACE website](#) and (2) submit this completed form. You’ll be notified of your approval within 3–5 business days. Note that once your firm is registered, it is subject to the Registered Contractor Terms and Conditions on page 4.

To submit this form, choose one of the following options:

1. Complete and submit the registration online. [Download the most current version of Adobe.](#)
2. Complete the form online, save it to your computer, and email it to [reno@PACEworx.com](mailto:reno@PACEworx.com).
3. Print the file, fill it out, scan it, and email it to [reno@PACEworx.com](mailto:reno@PACEworx.com).

Questions? [Contact us](#).

## I. CONTACT INFORMATION\*

Company name \_\_\_\_\_

Owner name \_\_\_\_\_

Contact name \_\_\_\_\_

Title \_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ ZIP Code \_\_\_\_\_

\*The contact information provided here will be listed in our online, public-facing directory.

## II. COMPANY SERVICES

Number of years in business \_\_\_\_\_

Average annual number of energy efficiency/clean energy projects in the last 5 years \_\_\_\_\_

What types of energy efficiency/clean energy services do you provide? (Check all that apply.)

- |   |   |
|---|---|
| <input type="checkbox"/> Energy auditing              | <input type="checkbox"/> Project design                     |
| <input type="checkbox"/> Energy benchmarking          | <input type="checkbox"/> Project development                |
| <input type="checkbox"/> Energy modeling and analysis | <input type="checkbox"/> Project installation               |
| <input type="checkbox"/> Measurement & verification   | <input type="checkbox"/> Project integration and management |
| <input type="checkbox"/> Project commissioning        | <input type="checkbox"/> Retro-commissioning                |

Other: \_\_\_\_\_

What building energy improvements does your company offer? (Check all that apply.)

- |  |  |
|--|--|
| <input type="checkbox"/> Boilers, chillers, furnaces             | <input type="checkbox"/> HVAC upgrades & controls    |
| <input type="checkbox"/> Building envelope (insulation, windows) | <input type="checkbox"/> Lighting                    |
| <input type="checkbox"/> Energy management systems               | <input type="checkbox"/> Roofing                     |
| <input type="checkbox"/> Energy efficiency (general)             | <input type="checkbox"/> Solar PV                    |
| <input type="checkbox"/> Fuel cells                              | <input type="checkbox"/> Combined heat & power (CHP) |
| <input type="checkbox"/> Geothermal                              | <input type="checkbox"/> Pumps, motors, drives       |

Other: \_\_\_\_\_

## III. COMPANY LICENSES

Registered contractors must meet Nevada state and/or local licensing requirements applicable to the services offered.

List the licenses your company holds:

*City of Reno Business License*

License # \_\_\_\_\_

Expiration date \_\_\_\_\_

*State of Nevada Business License*

License # \_\_\_\_\_

Expiration date \_\_\_\_\_

*Other Business License*

License name \_\_\_\_\_

License # \_\_\_\_\_

Expiration date \_\_\_\_\_

**IV. CERTIFICATIONS (Check all that apply.)**

- Building Energy Assessment Professional  
(BEAP certification by ASHRAE)
- Building Performance Institute, Inc.  
(professional certification)
- Certified Energy Auditor  
(CEA certification by AEE)
- Certified Energy Manager  
(CEM certification by AEE)
- Project Developer  
(Certification by Investor Confidence Project)
- Certified Measurement & Verification Professional  
(CMVP certification by AEE)
- LEED AP  
(Leadership in energy and environmental design accredited professional by USGBC)
- Licensed Professional Engineer or Architect
- RESNET HERS  
(home energy rater certification by RESNET)

Other: \_\_\_\_\_

## REGISTERED CONTRACTOR TERMS AND CONDITIONS

The Reno C-PACE program ("C-PACE" or the "C-PACE Program") maintains a list of service providers, i.e. contractors and project developers ("Registered Contractors") that have registered to participate in the C-PACE Program. Each Registered Contractor agrees to the following:

Each Registered Contractor shall (a) provide true, accurate, current and complete information as prompted by the registration form when registering; and (b) update and maintain the truthfulness, accuracy and completeness of such information. Registered Contractors are not verified, vetted, endorsed or ranked. C-PACE reserves the right to remove a Registered Contractor from the database for any reason or no reason.

The Registered Contractor shall be and remain licensed, authorized to conduct business, and in good standing in all jurisdictions in which it conducts business, including the State of Nevada, and shall have the legal authority and power to offer, sell and/or install improvements that are permanently affixed to real property (improvements). Each Registered Contractor shall comply with all applicable municipal, state and federal laws and regulations in the sale, provision, installation and financing of Improvements and professional services. The C-PACE Program and its vendors make no assurance that any person or entity will gain additional business or any other business advantage from being a Registered Contractor and assumes no liability. Each Registered Contractor waives the right to bring or assert any claim against C-PACE and its vendors relating to its registration and status as Registered Contractor (including listing of information), and releases C-PACE and its vendors from any and all liability therefore or relating thereto.

By submission of this Registration Form, each Registered Contractor agrees that information provided on this form may be published or otherwise publicly disseminated. Although the C-PACE Program does not claim ownership of any of the information, by providing Information for the Registered Contractor database, each Registered Contractor automatically grants, and each Registered Contractor represents and warrants, that Registered Contractors have the right to grant to C-PACE an irrevocable, perpetual, non-exclusive, fully paid, worldwide license to use, copy, perform, display, reproduce, adapt, modify and distribute such information and to prepare derivative works of, or incorporate into other works, such information, and to grant and to authorize sublicenses (through multiple tiers) of the foregoing. By providing the C-PACE Program with information, each Registered Contractor automatically grants C-PACE all rights necessary to prohibit the subsequent aggregation, display, copying, duplication, reproduction or exploitation of the information published or otherwise made available by C-PACE by any other party.

**By submitting this form, you represent that you are authorized to act on behalf of the company and that the company accepts and agrees to the Registered Contractors Terms and Conditions. I declare under penalty of perjury that the foregoing statement is true and correct, and I am aware that if I present any material matter as true which I know to be false, I may be subjected to penalties prescribed for perjury under the laws of the State of Nevada.**

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Contractor name

Date