

Quality Residential HVAC Services Trade Professional Participation Agreement

Company Name ("Participating Trade Professional")			
Parent Company Name (if applicable)			
Company Name to be Included on Public Listing (if different than Company Name above)			
Street Address	City	State	Zip
Mailing Address (if different from above)	City	State	Zip
Federal Tax ID Number		Tax Status (Circle one) Corporation, Partnership, Sole Proprietor, tax-exempt	
Contractor License #			
Primary Program Contact	Title	Phone Number	Email Address
Mobile Number for Primary Program Contact		Do you want to opt-in to receive any Quality Residential HVAC Services Program text using this mobile number?* (Circle One) Yes No	
Secondary Program Contact	Title	Phone Number	Email Address
Mobile Number for Secondary Program Contact		Do you want to opt-in to receive any Quality Residential HVAC Services Program text using this mobile number?* (Circle One) Yes No	
Incentive Data Entry Contact	Title	Phone Number	Email Address

Mobile Number for Data Entry Contact	Do you want to opt-in to receive any Quality Residential HVAC Services Program text using this mobile number?* (Circle One)		
	Yes	No	
Payee Name		Payee Title	
Check Mailing Address			
What Sector do you serve? (Circle one) Single-family Multifamily Both		What counties do you primarily serve? (List all)	

1. Participating Trade Professional Information

Designated Applicant Information (if applicable)**

Organization Name (if applicable)		Do you approve of the Designated Applicant receiving Incentive payments on your behalf? Receipt of the payment will be considered the "Payee" (Circle One)		
		Yes	No	
Applicant Contact Name	Contact Title	Contact Phone Number	Contact Email	
Mobile Number for Applicant Contact		Do you want to opt-in to receive any Quality Residential HVAC Services Program text using this mobile number? * (Circle One)		
		Yes	No	
Street Address		City	State	Zip
Mailing Address (if different from above)		City	State	Zip
Federal Tax ID Number			Tax Status (Circle one)	
			Corporation, Partnership, Sole Proprietor, tax-exempt	

* Please note, that for contractors opting into receiving mobile text messages, they may opt out manually after receiving the first text message.

** By completing the Designated Applicant Information section, Participating Trade Professional permits the Designated Applicant to submit the Incentive Application to the Quality Residential HVAC Services Clearinghouse on behalf of the Participating Trade Professional. Notwithstanding the foregoing, any such Incentive Application shall be deemed submitted by Participating Trade Professional for all purposes. In no event shall Program Implementer or San Diego Gas & Electric Company (“SDG&E”) be responsible or liable, and Participating Trade Professional retains and assumes all liability, for (i) any Incentive Application that is not submitted in a timely manner, that is incomplete or that contains any inaccurate information, or that otherwise fails to meet Program eligibility criteria and is not approved; (ii) maintaining the confidentiality of Participating Trade Professional account passwords and any other private, confidential information provided by Participating Trade Professional to Designated Applicant; or (iii) cooperation with verification activities such as providing supporting documentation to Program Implementer or SDG&E. Participating Trade Professional understands and agrees that there is no guarantee that any Incentive Application submitted by Designated Applicant on behalf of Participating Trade Professional will be approved or that Participating Trade Professional will receive an Incentive payment therefor under this Program.

2. GENERAL PROGRAM INFORMATION

Program Description

The Quality Residential HVAC Services Program (hereafter referred to as the “Program”) supports the high-quality services to promote Quality Maintenance Plans, Quality Maintenance Calls, Quality Bids, and Quality Installations in California. The Program is funded by California ratepayers and taxpayers under the auspices of the California Public Utilities Commission (“CPUC”) and administered by Frontier Energy, Inc. under a contract with San Diego Gas & Electric Company (“SDG&E”). The Program provides Incentives to Participating Trade Professionals for selling and installing qualifying HPWHs and HPs to California residential customers.

Frontier Energy, Inc. (hereinafter referred to as “Frontier Energy” or “Program Implementer”) is implementing the program on behalf of the California Public Utilities Commission (“CPUC”). To participate in the Program, Participating Trade Professionals are required to sign this Participation Agreement agreeing to the terms and conditions of participation (the “Agreement”).

Program Term

This Agreement is effective upon the date it is executed by Participating Trade Professional and will continue until December 31, 2026 (“Program End Date”) unless earlier terminated in accordance with the provisions in this Agreement. The Program or this Agreement may be modified or terminated by Frontier Energy at any time. Termination of this Agreement or expiration of this Agreement shall not relieve Participating Trade Professional of any warranties or other obligations expressed herein which by their terms are intended to extend beyond termination.

Program Definitions

When used in this Agreement, the following terms, with initial capitalization, have the meanings specified below:

“C-20 License”: A license for Warm-Air Heating, Ventilating and Air-Conditioning Contractor: A warm-air heating, ventilating and air-conditioning Contractor fabricates, installs, maintains, services and repairs warm-air heating systems and water heating heat pumps, complete with warm-air appliances; ventilating systems complete with blowers and plenum chambers; air-conditioning systems complete with air-conditioning unit; and the ducts, registers, flues, humidity and thermostatic controls and air filters in connection with any of these systems. This classification shall include warm-air heating, ventilating and air-conditioning systems that utilize solar energy. As defined within the California Code of Regulations Title 16, Division 8, Article 3. Classifications.

“Designated Applicant (“DA”)”: A party other than the Participating Trade Professional who has been granted authority by the Participating Trade Professional to submit Incentive Applications and receive Incentive payments on behalf of the Participating Trade Professional.



“Gas Corporation”: Any gas investor-owned utility (“IOU”) active within the State of California. This includes Pacific Gas & Electric (“PG&E”), Southern California Gas (“SoCal Gas”), San Diego Gas & Electric (“SDG&E”), Southwest Gas (“SW Gas”).

“Incentive”: Amounts paid to Participating Trade Professional pursuant to the terms of this Agreement.

“Incentive Application (“Application”)”: The form that must be completed by the Participating Trade Professional or their Designated Applicant and submitted to Frontier Energy in order to request payment of Incentives for Qualifying Services. The process for submitting an Incentive Application is included in Exhibit A.

“Payee”: The party receiving the Incentive payment. This is the Participating Trade Professional unless the Participating Trade Professional has agreed to assign Incentive payments to a Designated Applicant. The Payee is an individual within the company, not the company itself.

“Qualifying Customer”: The owner of a Qualifying Facility and current customer of the Gas Corporation that provides service to said Qualifying Facility.

“Participating Trade Professional”: A minimum C-20 Licensed contractor who has signed the Quality Residential HVAC Services Trade Professional Participation Agreement and remains in compliance with the terms of said agreement as a component of their participation in the Quality Residential HVAC Services program. The CPUC, at its sole discretion, reserves the right to review and revise the status of any individual or organization as a Participating Trade Professional at any time, with or without cause.

“Qualifying Facility”: A single family or multifamily residential property that is within the service territory of, and receives services from, a Gas Corporation.

“Qualifying Service”: Any HVAC related service outlined in the Quality HVAC Services List that has been provided to a Qualifying Customer at a Qualifying Facility by a Participating Trade Professional.

“Quality Residential HVAC Services Clearinghouse”: The paperless, online system for entering, processing, and tracking Incentive Applications.

3. PROGRAM TERMS OF PARTICIPATION

Term, termination, suspension rights

Frontier Energy reserves the right to terminate this Agreement or any part of this Agreement for any reason or for no reason at its sole discretion. In the event of such termination, the Participating Trade Professional shall immediately cease participation in the Program, including but not limited to any applicable use of Program materials such as announcement flyers, program website material or any other physical or digital material containing program details. Frontier Energy will not pay Participating Trade Professional Incentives for any Applications dated and submitted after receipt of notice of termination or for any costs incurred by the Participating Trade Professional post-termination.

Frontier Energy reserves the right to terminate this Agreement for cause in the event of any default by the Participating Trade Professional, or if the Participating Trade Professional fails to comply with any of the terms and conditions of this Agreement. Examples of cause include but are not limited to (a) failure to properly complete Incentive forms; (b) failure to properly process Incentives; (c) loss of certifications necessary for participation in the Program; (d) insolvency; or (e) failure to provide Frontier Energy reasonable assurances of future performance. In the event of termination for cause, the Participating Trade Professional shall be liable to the Program for any and all damages sustained by reason of the default, which gave rise to termination.

Changes to the program

Frontier Energy may, at its sole discretion, make changes to the Program at any time, including, without limitation, the modification of Incentive amounts, and the revision of any Program Definitions described above, inclusive of those of a Qualifying Customer, Qualifying Facility, or Qualifying Service. The date of such change(s) will take effect on the earlier of (a) the date the change(s) is/are posted on the Program website, or (b) the date the Participating Trade Professional receives written notice of such change(s), and such change(s) will apply to any installations completed on or after the date on which the change takes effect regardless of the date on which the Incentive is applied for. Written notice will generally be provided in email format.

4. INCENTIVE APPLICATION PROCESSING, TERMS AND PAYMENT

4a. Incentives and Payments

Online Incentive System



The program utilizes a paperless, online system for entering, processing, and tracking Applications. This is referred to as the Quality Residential HVAC Services Clearinghouse. For Applications to be processed, the party submitting the Application (either the Participating Trade Professional or their Designated Applicant, either of which will hereafter be referred to as the “Applicant”) Application will submit required claim information into the Quality Residential HVAC Services Clearinghouse. This may include supplemental documentation to be provided by the Applicant in support of each Qualifying Service rendered. Upon enrollment in the program, the Applicant will be provided with the Quality Residential HVAC Services Clearinghouse System URL and a unique log-in ID and will be directed to complete a mandatory program-supported training on the use of the system. The Applicant must request a unique log-in ID for each person that accesses the Quality Residential HVAC Services Clearinghouse. The Applicant must make specific log-in ID deactivation requests as appropriate. Additional log-in IDs may be requested via email by the Primary Management Contact, Secondary Management Contact, or Incentive Data Entry Contact identified on this form. Each Applicant must undergo the program-supported training prior to submitting an Incentive Application to the Quality Residential HVAC Services Clearinghouse.

Applying for a Program Incentive

To apply for a program Incentive and successfully receive payment for a claim, the Applicant must provide the information required by the Quality Residential HVAC Services Clearinghouse during the Application submission process.

Application Sales Data Submissions

In order to participate in the Program, the Applicant must collect and submit sales data on each Incentive Application. The sales data required may differ depending on the component of the Program in which the Participating Trade Professional is taking part.

INCENTIVE APPLICATION TERMS AND CONDITIONS

The following provisions apply to every Incentive Application submitted by Applicant.

GOOD FAITH STATEMENT

Applicant warrants that all Incentive Application information is submitted in good faith as true and correct and all Qualifying Services listed in each Incentive Application were performed by a Participating Trade Professional for a Qualifying Customer at a Qualifying Facility. Applicant will take appropriate internal administrative steps to avoid duplicate entries of Incentive Applications that may be created due to Participating Trade Professional’s current paperwork processes, personal organization of assigned administrative support, and potentially fraudulent activity.

TAX LIABILITY



Program implementer may report Incentive payments as income to Payee on IRS Form 1099 depending on their tax status indicated. Payee is encouraged to consult their tax adviser concerning the taxability of Incentives. Neither the CPUC nor the program implementer is responsible for any taxes, interest, and/or penalties that may be imposed on Payee as a result of receipt of Incentives from this program or any other program related cost. Application

REFUNDS AND ADJUSTMENTS

Any amounts paid to a Payee to which Program Implementer becomes entitled will be deducted and offset as an adjustment from Payee's future invoices. If Program Implementer cannot offset the refund in a timely manner, then, if requested by Program Implementer or the CPUC, the Payee must promptly refund to Program Implementer the amounts due.

Any written notice, demand, or request required or authorized in connection with this Agreement shall be deemed properly given if delivered in person, sent electronically via email, or tendered to a nationally recognized overnight courier, or first-class mail, postage prepaid, to the addresses specified below or to other addresses specified in writing by Frontier Energy. An originally executed version of this Agreement, delivered electronically via email by one party to the other party as evidence of signature shall for all purposes hereof be deemed an original. When any of the above methods of execution of this Agreement is utilized in accordance with the terms set forth in this Section, then neither party shall have the right to object to the manner in which the Agreement was executed as a defense to the enforcement of this Agreement.

4b. Additional Terms and Conditions

APPLICATION AGREEMENT CLAUSES

The following provisions contain terms and conditions that are part of every Incentive Application. By signing this agreement, Participating Trade Professional agrees that these terms and conditions will apply to every Incentive Application submitted.

WARRANTY DISCLAIMER AND LIABILITY

NEITHER THE CPUC, SDG&E NOR THE PROGRAM IMPLEMENTER ENDORSES, GUARANTEES, OR WARRANTS ANY MANUFACTURER, DISTRIBUTOR OR PRODUCT, AND NEITHER THE CPUC, SDG&E NOR THE PROGRAM IMPLEMENTER MAKES ANY WARRANTIES OR GUARANTEES IN CONNECTION WITH THE PROGRAM, ANY PROJECT, OR ANY ITEM OR SERVICES PERFORMED IN CONNECTION HERewith OR THEREWITH, WHETHER STATUTORY, ORAL, WRITTEN, EXPRESS, OR IMPLIED, INCLUDING, WITHOUT LIMITATION, WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. NEITHER THE CPUC, SDG&E NOR THE PROGRAM IMPLEMENTER SHALL HAVE ANY RESPONSIBILITY OR LIABILITY TO THE PARTICIPATING TRADE PROFESSIONAL, ITS EMPLOYEES, ITS



AGENTS OR ANY THIRD PARTIES IN CONNECTION WITH THE PROGRAM OR OTHERWISE. THIS DISCLAIMER SHALL SURVIVE ANY CANCELLATION, COMPLETION, TERMINATION OR EXPIRATION OF THE DISTRIBUTOR'S PARTICIPATION IN THE PROGRAM. THE PARTICIPATING TRADE PROFESSIONAL ACKNOWLEDGES AND AGREES THAT ANY WARRANTIES PROVIDED BY ORIGINAL MANUFACTURERS, LICENSORS, OR PROVIDERS OF MATERIAL, EQUIPMENT, OR OTHER ITEMS PROVIDED OR USED IN CONNECTION WITH THE PROGRAM AND IN CONNECTION WITH THESE TERMS AND CONDITIONS, INCLUDING ITEMS INCORPORATED IN THE PROGRAM ("THIRD PARTY WARRANTIES") ARE NOT TO BE CONSIDERED WARRANTIES OF EITHER THE CPUC, SDG&E OR THE PROGRAM IMPLEMENTER AND NEITHER MAKES ANY REPRESENTATIONS, GUARANTEES, OR WARRANTIES AS TO THE APPLICABILITY OR ENFORCEABILITY OF ANY SUCH THIRD PARTY WARRANTIES.

IN NO EVENT SHALL A PARTY BE LIABLE TO ANOTHER PARTY FOR ANY CONSEQUENTIAL, INCIDENTAL, PUNITIVE OR INDIRECT DAMAGES INCLUDING LOST PROFITS, ARISING FROM OR OTHERWISE IN CONNECTION WITH THIS PARTICIPATION AGREEMENT.

INDEMNITY

Participating Trade Professional agrees to indemnify, defend, and hold harmless Frontier Energy, SDG&E, the CPUC, its officers, agents and employees, from and against any and all claims, demands, liabilities, losses or causes of action which arise out of or are connected with this Participation Agreement, its participation in the Program, or the acts or omissions of it or any of its officers, agents, employees, representatives, or subcontractors in connection with the Program excepting only those claims, demands, liabilities, losses, or causes of action arising solely from the negligence of Frontier Energy, SDG&E, the CPUC, its officers, agents and employees.

REGULATORY AND GOVERNING AUTHORITY

Participating Trade Professional understands and agrees that this Participation Agreement and the Program shall at all times be subject to changes or modifications by the CPUC at its sole discretion. Participating Trade Professional understands and agrees that the CPUC may at any time commence an investigation or other regulatory proceeding in connection with the Program and/or this Participant Agreement. Participating Trade Professional agrees to cooperate fully with any such investigation or proceeding.

PRESERVATION OF RECORDS

Participating Trade Professional shall preserve all records of sales or services for which a Quality Residential HVAC Services Incentive payment was issued, and an Incentive payment was received under this program for a period of five years after termination of this agreement. The CPUC's duly authorized representatives shall have the right to inspect and to reproduce any such accounts and records related to sales, services performed, or the Incentives received. All financial statements, reports, records, and other documents shall properly reflect the true facts about all activities and transactions for which the Participating Trade Professional received an Incentive as a program participant.

CONFIDENTIALITY



Participating Trade Professional acknowledges and agrees that CPUC and Program Implementer have no duty of confidentiality with respect to any information submitted by Participating Trade Professional pursuant to its participation in the Program and that Program Administrator and Program Implementer may disclose such information to the CPUC and SDG&E. This Program is subject to oversight by the CPUC which may wish to review any Program data that Program Implementer receives. Neither the CPUC, SDG&E nor Program Implementer will have any liability to Participating Trade Professional or any other party as result of any public disclosure of any data or other materials submitted by Participating Trade Professional pursuant to the Program.

5. PARTICIPATING TRADE PROFESSIONAL TERMS AND REQUIREMENTS

5.1 Insurance Requirements

Participating Trade Professional and any party engaged by Participating Trade Professional shall carry and maintain throughout the Program Term, insurance meeting at least the minimum coverage amounts set forth below. All policies shall be written by a financially responsible insurance company licensed or authorized to do business in the state where the Participating Trade Professional is located, and having a rating of at least "A-" and a financial rating of at least "VII" on the most current edition of AM Best's Key Rating Guide or a secure rating by another generally recognized rating agency. Frontier Energy shall be given no less than thirty days advance written notice of cancellation or material change in coverage. Participating Trade Professional shall send certificates of insurance to Frontier Energy upon completion of this Agreement and prior to submitting an Incentive Application for any Incentive, unless otherwise specified.

5.2 Insurance Minimum Coverage Amounts

Participating Trade Professional shall obtain and maintain the following insurance requirements, consistent with the minimum requirements set forth by the California State License Board:

- a. For a Participating Trade Professional with five (5) or fewer persons listed as personnel on its license, commercial general liability insurance with coverage of an aggregate limit of \$1,000,000 for bodily injury, property damage and personal injury (such coverage to be afforded utilizing one or more commercial general liability and/or umbrella liability policies); plus an additional \$100,000 for each additional personnel listed on the license; not to exceed \$5,000,000 aggregate.

5.3 Warranty

Participating Trade Professional shall provide Qualifying Customers a warranty on any equipment provided or installed as a component of any Qualifying Service that is the subject of an Incentive payment pursuant to this Agreement that all materials and equipment furnished are new, free from faults and defects and of good quality and further warrant



against any defect in materials, manufacture, design, or installation for a period of one (1) year from the date the materials are provided and/or installed, whichever is later.

5.4 Permits

Participating Trade Professional shall comply with any and all applicable laws, codes and ordinances and obtain all required licenses, finalized permits or approvals from the appropriate authorities.

5.5 Confidential Data

Qualifying Customer account numbers and names are considered confidential data and may not be provided via email. This data may be provided through the Quality Residential HVAC Services Clearinghouse, or if any additional transfer of confidential data is required, Frontier Energy will setup a secure file transfer website for Participating Trade Professional to use to transfer data.

5.6 Non-Discrimination

Participating Trade Professional and its subcontractors shall not unlawfully discriminate, deny family care leave, harass, or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (cancer), age (over 40), or marital status. Participating Trade Professional and subcontractors shall ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment.

5.7 Hazardous Materials Regulations

Participating Trade Professional attests that they conform to industry regulations for treating hazardous or environmentally harmful materials at all times during participation in the Program and that their employees are properly trained in these procedures.

5.8 Safety Regulations

Participating Trade Professional attests that they conform to industry regulations for working safely at all times during participation in the Program and that their employees are properly trained to do so.

5.9 Complaint Resolution

Participating Trade Professional is responsible for maintaining quality relationships with Qualifying Customers and will not hold the Program, Program Implementer, SDG&E or the CPUC responsible for outstanding issues with Qualifying Customers resulting from their participation in the Program. Participating Trade Professional shall diligently resolve any Qualifying Customer complaints in a way that preserves Qualifying Customer satisfaction. Failure to resolve Qualifying Customer complaints may result in termination from participation in the Program.



5.10 Governing Law; Jurisdiction and Venue

This Agreement will be interpreted under, and any disputes arising out of this Agreement will be governed by, the laws of the State of California, without reference to its conflicts of law principles. Participating Trade Professional irrevocably consents to the jurisdiction of the state and federal courts located in the State of California, USA, in connection with all actions arising out of or in connection with this Agreement, and waives any objections that venue is an inconvenient forum. Participating Trade Professional further agrees that it will not initiate any action against Frontier Energy or CPUC in any other jurisdiction.

5.11 Waiver

Delay or failure to enforce or insist on strict compliance with any provision of this Agreement does not constitute a waiver or otherwise modify this Agreement. Waiver of any right granted under this Agreement on one occasion will not: (i) waive any other right; (ii) constitute a continuing waiver or (iii) waive that right on any other occasion.

6. Quality Residential HVAC Services Program Terms and Conditions:

Program Funding: The Program is funded by California ratepayers under the auspices of the California Public Utilities Commission (“CPUC”). Total Program Incentive funding is set at \$14,490,000 and is available on a first-come, first-served basis until the funding is depleted or the Program is terminated.

Cancellation Policy, Requirements, Process, and Any Applicable Fees: There are no applicable fees for participating in the Program, however, Frontier Energy reserves the right to terminate Agreements with Participating Trade Professional for any reason or for no reason in its sole discretion. This may result in cancellation of Incentives.

Risks and Benefits of Participation: There are no guaranteed benefits for participating in the Program. Incentives are available on a first-come, first-serve basis and are intended to reward and encourage HVAC service improvements in Qualifying Facilities. The Program will not assume liability for any unpaid Incentives, which may present a risk to the Participating Trade Professional and Qualifying Customer. As part of this Agreement, the Participating Trade Professional acknowledges all risks associated with participating in the Program.

Disclosure: Participating Trade Professional, Frontier Energy, and other third parties associated with the Program are not representatives of SDG&E or any Gas Corporation, or otherwise affiliated with SDG&E or any Gas Corporation.

Quality Assurance and Quality Controls Protocols: All Incentive Applications will be subject to automated and manual protocols designed by Frontier Energy to evaluate the services performed, and the eligibility of the Applicant to receive program funding. These processes will be used to identify fraudulent activities and ensure no fraudulent data is submitted in Applications.

Inspections, Verification, and Evaluation: The performance of Qualifying Services will be subject to verification and evaluation by Frontier Energy and SDG&E, and each of their



representatives, and the Program Evaluator, as approved by the CPUC. Verification and Evaluation of all, or of a selection of, Qualifying Services allegedly rendered under the program (including onsite inspections at Qualifying Facilities), may be performed per Frontier Energy or SDG&E requirements. Evaluation activities may include surveys and interviews of Participating Trade Professionals, their employees and subcontractors, Qualifying Customers, and occupants of Qualifying Facilities to verify the performance of Qualifying Services and evaluate the program-related experience of all participating parties. Participating Trade Professionals shall be responsible for obtaining necessary consent from Qualifying Customers such that the Program Implementer may conduct such inspections and evaluations.

Notice: California Consumers are not obligated to purchase any full fee service or any other service defined by the Program. This program is funded by California ratepayers under the auspices of the California Public Utilities Commission. Any data related to this Program, including any customer data, will be shared with authorized entities, including but not limited to, policy makers, program implementers, SDG&E, and the Program Evaluator under confidentiality protocols. Customer data includes (a) any data collected via Incentive Applications, (b) any data collected about the equipment or materials utilized in the performance of Qualifying Services, either obtained directly from the manufacturer or from other authorized entities by SDG&E, Program Implementer, Program Evaluator, or other authorized entities approved by CPUC. As this data will not be made public and will follow the confidentiality rules and protocols established by the CPUC in prior proceedings, it does not require individual customer permission.

By signing below, Participating Trade Professional agrees to be bound by the terms and conditions of this Participation Agreement, including all associated Exhibits and Appendices, and has caused this Participation Agreement to be executed by its duly authorized representative.

Participating Trade Professional Signature _____
Title _____
Print Name _____
Date _____

If a Designated Applicant has been assigned:

By signing below, Designated Applicant agrees to be bound by the terms and conditions in section 4a of this Agreement and has caused this Agreement to be executed by its duly authorized representative.

Designated Applicant Signature _____
Title _____
Print Name _____
Date _____

Completion Checklist

- 1. Fill out Pages 1 and 2 in the Participating Trade Professional Information section
- 2. Sign Page 15
- 3. Email completed signed Agreement and Certificate of Insurance to QualityHVAC@frontierenergy.com



Exhibit A

Quality Residential HVAC Services Participating Trade Professional Incentive Program Procedures

Applications for Incentives must be submitted online. The URL for the online Incentive Application is <http://www.catechincentives.com>. All Applications must be entered and submitted on or before October 1st, 2026.

By submitting an Application, you acknowledge and accept the Terms and Conditions of the Iris online Incentive claim-processing platform listed on the website. When you accept the Terms and Conditions, the Incentive Application becomes a legally binding contract between you and Frontier Energy. If the Program Implementer enters an Incentive Application online for you, you agree to review what was entered and confirm it is correct, and that Application is legally binding as if you had entered it personally.

You may only enter an Incentive Application after receiving a username and password for the Program. You should change your password before submitting your first Incentive Application. You will be responsible for maintaining privacy and the privacy of your password and for each Incentive Application submitted using your password.

Failure to meet any of the requirements of these Procedures or take appropriate action to resolve a non-conforming item(s) identified will result in delays and/or loss of the Incentive payment.

The information required on each Incentive Application will be specific to the program the Participating Trade Professional is taking part in, but is expected to include (at a minimum):

1. Customer Name
2. Customer Address
3. Customer Email
4. Single Family or Multifamily property
7. Quality Service Report
8. Most Recent Customer Utility Bill

Participating Trade Professional is responsible for supplying accurate customer information when submitting Applications or having Applications submitted on your behalf by the Program Implementer.

Additional details on Quality Control and Quality Assurance Protocols



The following requirements will need be verified as part of an Incentive Application review and approval process:

1. The services provided were for a Qualifying Customer
2. The services provided meet the required criteria as defined on the checklist and Quality Service Report

If all the requirements listed above are verified, the Incentive Application will be approved and the Incentive payment will be provided to the Participating Trade Professional assuming availability of funds