

# Select the right contractor for your business



Energy Trust is here to help you feel confident in contacting a new contractor, asking the right questions, and selecting the trade ally that's best for your business needs.

## 5 QUESTIONS TO ASK YOUR CONTRACTOR

### 1 I am interested in Energy Trust's cash incentives. Can you help me understand the application process, required forms and expected incentives?

Let the contractor know early in conversation that you want to take advantage of Energy Trust's cash incentives so they can help you at every step along the way.

### 2 What is your process for evaluating my facility and making recommendations about what to upgrade?

Many contractors will visit your business to see what lights are there now and how a new lighting system could improve light levels, quality and appearance. Others may gather information on the phone. Then the contractor will provide you with a proposal for your consideration.

### 3 What are the various upgrade options for my facility?

There are lots of options in a lighting upgrade that can help improve the appearance of your facility and save energy. A contractor will also talk with you about lighting controls, and whether you should retrofit your existing fixtures or install new ones. All of these ideas will be captured within the proposal and bid for the project.

### 4 Who will be doing the actual work, and how might that impact the cost of the project?

Most small businesses have the contractor do the installation. But if you have staff that can complete electrical projects, you may be able to complete it yourself.

### 5 When's the best time to schedule my upgrade?

Each contractor will provide a suggested installation date. See how this works for your business and then you can decide which contractor schedule is best for your business.



To learn more, visit [www.energytrust.org/mybusiness](http://www.energytrust.org/mybusiness) or call **1.800.326.2917**.

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## KNOW BEFORE YOU CALL

### Your Goals

- Do you want lower operating costs?
- Are you unhappy with your current lighting?
- Are you trying to keep maintenance to a minimum?
- Do you have safety concerns?
- Have you seen lighting in other businesses that you do or don't like?

### Your Facility

- How many people work in your office?
  - What size is your retail shop?
  - What kind of business do you run in your warehouse?
  - Are exterior lights needed in a parking lot, garage, and/or on the street?
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