

**EFFICIENCY MAINE BUSINESS PROGRAM**  
**Request for Certificate of Insurance**



**Qualified Partner Instructions:**

Complete this form and send it to your insurance company to request a **Certificate of Insurance** as required by Efficiency Maine.

**Company Information**

Company Name		Contact Name		
Address		City	State	Zip
Phone	Fax		Email	

**Insurance Agent Instructions:** Efficiency Maine operates several energy efficiency programs in Maine. The Company listed above has applied to become a Qualified Partner for the Efficiency Maine Commercial & Industrial Incentive Program. For more information about Efficiency Maine and its Commercial & Industrial Incentive Program, please see our website at [efficiencymaine.com](http://efficiencymaine.com). Efficiency Maine requires all approved Qualified Partners to maintain specified insurance coverage and meet other program obligations. Among those obligations, approved Qualified Partners are required to provide a **Certificate of Insurance**, as described below, in order to participate in Efficiency Maine's Commercial & Industrial Incentive Program.

**Requested Certificate of Insurance Information:** The insurance carried by the Company named above must cover the work they will perform as a Qualified Partner of the Efficiency Maine Commercial & Industrial Incentive Program and cannot have any exclusion for the type(s) of damage that it may cause as a result of that work. The required **Certificate of Insurance** must show, at a minimum, the following:

- Occurrence based Commercial General Liability Insurance (including products and completed operations coverage) with limits of not less than \$1,000,000 per occurrence for bodily injury and property damage liability, with an annual aggregate limit of not less than \$1,000,000.
- State-required workers' compensation insurance.

Please also note in your records that the Efficiency Maine should be notified of renewals, cancellations or changes in coverage.

**Please email the certificate directly to:**

**QP@efficiencymaine.com**

Efficiency Maine Qualified Partner Program  
337 State Street  
Augusta, ME 04330  
207-213-6247  
Toll free (866) 376-2463  
Fax (800) 334-7033