

How to Participate

- 1) Sign up for Building Operator Certification Level I course with [Pennsylvania College of Technology](#) and use discount code **ACE1000** to receive up to \$1,000 off.
- 2) Complete this form and submit to ACE.EnergySavings@TRCcompanies.com to confirm your discount eligibility. *Note, if this form is not submitted and approved prior to the start of the course, the participant will be invoiced for the full amount of the course.*
- 3) Complete the course and receive training certification of completion.

Eligibility Requirements

- Participant must currently be providing facility management and/or maintenance services for a commercial or industrial building in Atlantic City Electric territory.
- Participant must be present at that facility at least 50% of their working hours.
- Participant must be employed in a position of responsibility for the energy management of the facility or have the potential to influence the building's energy performance.
- It is highly recommended that participants have a high school diploma or GED, and must have one of the following:
 - Two-plus years of experience working in operations and maintenance of a commercial or institutional facility, OR
 - A minimum of one year of experience working in operations and maintenance of a commercial or institutional facility AND one year of technical college level education in commercial or industrial facilities operations and maintenance, OR
 - Two-plus years of experience in energy management of commercial, institutional or industrial facilities with a focus on operations and maintenance.

Application Form

Participant First Name:		Last Name:			
Participant Title:		Phone Number:			
Participant Email Address:		Company Name:			
Main Company Address:					
City:		State:	ZIP:		
Facilities Managed	Sq. Ft of building	% of week spent working at this Facility	ACE Account Number	Gas Utility (if applicable)	Facility Heating Type
Address	_____	_____	_____	_____	_____
City	State	ZIP			
Address	_____	_____	_____	_____	_____
City	State	ZIP			
Address	_____	_____	_____	_____	_____
City	State	ZIP			
By signing this application, I agree to the terms and conditions of the training course discount:			Date:		

Email this application to ACE.EnergySavings@TRCcompanies.com

Not sure if you meet the requirements? Contact the program at 833.ACE.PAYS (833.223.7297) or email ACE.EnergySavings@TRCcompanies.com to determine your eligibility.

ACE Building Operator Certificate Training Terms and Conditions

- PROGRAM OFFER:** The application to which these Terms and Conditions are attached (the "Application") covers Atlantic City Electric Company ("ACE") Building Operator Certificate Training only. Pre-approval from ACE is required for all Applications.
- ELIGIBILITY:** Course discounts are available to ACE commercial, industrial, governmental, and institutional electric customers in the ACE New Jersey service territory who complete Building Operator Certificate ("BOC") Level I course series, subject to these Terms and Conditions and the eligibility requirements as stated in the Application. Receipt of a Training Certificate of Completion ("TCOC") is predicated on receiving a 70% or higher on all eight end-of-class, open-book quizzes, completion of all five BOC Level I project assignments, and attendance of all classes as scheduled. The participant may miss up to one full day of class time; absences beyond the limit must be made up by watching recorded sessions through the online learner portal provided by Pennsylvania College of Technology. (Recipients of a Level I TCOC may register directly with Pennsylvania College of Technology to take the Certification Exam. Additional fees apply). Failure to complete the BOC Level 1 course and receive the TCOC may result in the participant being invoiced by ACE or TRC Companies Inc. ("TRC"), the Program Implementer for ACE, for the amount of the discount and the participant will be responsible for paying the invoice by the due date set forth therein.
- TRAINING COURSE COSTS:** \$895 per participant after discount code is applied.
- INSPECTION:** ACE staff or its representatives may conduct an inspection of the facility managed or maintained by participant to survey the size and square footage of the building to ensure eligibility.
- DISCOUNT PAYMENT:** Discount payments will be subject to the following limitations: (a) The participant must meet the eligibility requirements set forth in the Application and complete all the requirements set forth in Section 2. (b) The maximum discount per application is up to \$1,000 (or less, as required to make the training course cost to the participant \$895, as set forth in Section 3) . The discount can be used for one participant per facility. Additional participants are allowed for a facility if the facility exceeds 500,000 sqft. (c) ACE reserves the right to deny any application that may result in ACE exceeding its discount budget for the training; discounts are offered on a first-come, first-served basis and are subject to eligibility, availability of funds, and distribution of incentives across the ACE customer base. Discounts are subject to course and applicant eligibility. (d) The discount payment will be made directly to the training provider; the participant will be responsible for paying the remainder of the course cost, as set forth in Section 3 above.
- TAX LIABILITY:** Neither ACE nor TRC will be responsible for any tax liability that may be imposed on the participant resulting from the discount. Where applicable or if requested by TRC, the participant must supply its federal tax identification number to TRC on the application form to receive the discount.
- NO WARRANTIES:** (a) NEITHER ACE NOR TRC, NOR THEIR RESPECTIVE OFFICERS, DIRECTORS, EMPLOYEES, AFFILIATES, CONTRACTORS OR AGENTS ENDORSE, GUARANTEE, OR WARRANT ANY PARTICULAR MANUFACTURER, PRODUCT, CONTRACTOR, TRADE ALLY OR VENDOR, NOR DO ANY OF THE FOREGOING PROVIDE ANY WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR ANY PRODUCT OR SERVICE. NEITHER ACE NOR TRC, NOR THEIR RESPECTIVE OFFICERS, DIRECTORS, EMPLOYEES, AFFILIATES, CONTRACTORS AND AGENTS ARE LIABLE OR RESPONSIBLE FOR ANY ACT OR OMISSION OF THE PENNSYLVANIA COLLEGE OF TECHNOLOGY ("PCOT"), WHICH PROVIDES THE BOC TRAINING. NEITHER ACE NOR TRC, NOR THEIR RESPECTIVE OFFICERS, DIRECTORS, EMPLOYEES, AFFILIATES, CONTRACTORS, OR AGENTS MAKE, AND ARE NOT AUTHORIZED TO MAKE, ANY REPRESENTATIONS OF ANY KIND REGARDING THE RESULTS TO BE ACHIEVED BY THE BOC TRAINING.
- LIMITATION OF LIABILITY AND INDEMNIFICATION:** (a) Neither ACE nor TRC, nor their respective officers, directors, employees, affiliates, contractors and agents shall be liable to the participant for any direct, special, indirect, consequential or incidental damages or for any damages in tort (including negligence) caused by any activities associated with the BOC training and the participant's participation therein. By participating in the training, the participant agrees to waive any and all claims, whether arising in contract or tort and to fully release ACE, TRC and their respective officers, directors, employees, affiliates, contractors and agents from any and all damages, of any kind. (b) the participant shall protect, indemnify, and hold harmless ACE, TRC and their respective officers, directors, employees, affiliates, contractors and agents from and against all liabilities, losses, claims, damages, judgments, penalties, causes of action, costs and expenses (including, without limitation, attorney's fees and expenses) incurred by or assessed against ACE, TRC or their respective officers, directors, employees, affiliates, contractors or agents arising out of or relating to the the discount or the BOC training, whether arising in contract or tort.
- CHANGES TO / CANCELLATION OF THE PROGRAM:** (a) ACE may change the discount eligibility requirements and amount at any time without notice, including suspending acceptance of applications or terminating the training discounts. (b) In the event of such a change, pre-approved applications will be processed to completion under the terms and conditions and other discount requirements in effect at the time of pre-approval of such application by ACE or TRC. (c) Submission of a completed application does not entitle the applicant to participation in the discount for the BOC training.
- APPLICANT CERTIFICATION:** The applicant certifies that they meet the eligibility requirements set forth in the Application and that all information submitted in the Application is true and correct.
- ACKNOWLEDGEMENT:** The applicant acknowledges and certifies that it has read and understood the Application and these Terms and Conditions and gives TRC permission to share its records with ACE and any contractors ACE or TRC selects to manage, coordinate or evaluate the the BOC training and the discount offered herein.