



Contractor Registration Form

Welcome to Arlington C-PACE! We're delighted you're interested in becoming a registered contractor. Registration requires just two steps: (1) attend a half-day workshop (find details on the [Arlington 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 3.

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 VA@PACEworx.com.
3. Print the file, fill it out, scan it, and email it to VA@PACEworx.com.

Questions? Contact Rich Barrett, C-PACE program manager, at 877.466.7707 or at VA@PACEworx.com.

I. CONTACT INFORMATION*

Company name	_____
Company website	_____
Contact name	_____
Title	_____
Email	_____
Phone	_____
Address	_____
City	_____
State	_____ ZIP Code _____

*The 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 Virginia state and/or local licensing requirements applicable to the services offered.

List the licenses your company holds:

License name _____
License # _____
Expiration date _____

License name _____
License # _____
Expiration date _____

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 Arlington Commercial Property Assessed Clean Energy Program (C-PACE) maintains a list of service providers who have registered to participate in the 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.

Registered Contractors 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 Virginia, 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. C-PACE 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 therefor or relating thereto.

By submission of this Registration Form, each Registered Contractor agrees that information provided on its Registration Form may be published or otherwise publically disseminated. Although C-PACE does not claim ownership of any of the information, Registered Contractors give C-PACE, 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 C-PACE 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.

Contractor name

Date