CMPAS RESIDENTIAL REBATE PROGRAM

P3 USER GUIDE FOR CUSTOMERS

Updated March 2021
P3 Registration Process

1. Navigate to: https://energyinsight.p3.enertrek.com/
2. Click on the Log In link

3. Click the Create Account link in blue

If you have any questions, please call 612-715-4853.
4. Standard P3 registration with email address
   a. Enter all required information (*Please note: your email address and password entered will be your login credentials*)
   b. First Name
   c. Last Name
   d. Email address
   e. Password
   f. Confirm Password

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5. Email validation
   a. Users attempting to register with P3 will be sent a verification email to the email address provided. Please check your spam/junk folders if you do not receive this email within 5 minutes.
1. Registered P3 users will receive a verification email to confirm the email address.
   a. Users will be prompted to select the link provided in the email to complete their P3 User Profile
2. Upon clicking the link provided, users will be taken to the P3 site and select the User type associated with their profile
   a. Select the **Customer** Icon if you are a customer of a Utility and wish to apply for residential or commercial rebates
   b. Click the **Next** button

2. **Complete User Profile Form**
   a. Required fields are indicated with a red asterisk

If you have any questions, please call 612-715-4853.
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* Please note: Scrolling may be required to view all fields.
Creating Rebates in P3

Utility customers can access the utilities rebate options upon logging into P3.

1. Login to P3 using your credentials created at registration
2. Page will load and you will be on the Rebate landing page

If you have any questions, please call 612-715-4853.
3. **Available rebates will be listed in two places on the page:**

If you have any questions, please call 612-715-4853.
4. Select the desired rebate and the rebate form will load on the page
   a. Please note that you may need to scroll down the page to access the form
   b. All required fields are indicated with a red asterisk

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5. Click the **Submit** button in blue when form is complete

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**Applicant Acknowledgement**

- By checking this box, I certify that all statements made in this rebate application are correct. I understand that CMPAS reserves the right to inspect and verify any equipment before issuing a rebate. I also understand funds are limited and I am not guaranteed a rebate.

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Missing fields or incomplete data will be displayed at the top of the form

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**Residential ENERGY STAR Dishwasher Rebate**

- Water Heating Source is required
- Acknowledgement is Required
- The file: A final, detailed copy of the original sales receipt/invoice/packing slip, which must include the store name, customer name, date of sale, manufacturer name, model number, and date of installation, is required

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**Terms and Conditions**

1. You must be a CMPAS residential customer.
2. Effective date of the CMPAS Residential Rebate program is January 1, 2021. Only purchases made on or after the start date are eligible. The program end date is December 31, 2021, or until funding is depleted. Funds are limited. CMPAS does not guarantee funds availability.
6. Your rebate application will be displayed on the Rebate Home page and show as a Submitted status pending approval by the Utility
   a. Rebate processing time will vary from utility to utility, please check your email for status changes or log in to P3
   b. Repeat steps one through five to apply for additional rebate offerings
   c. Please note that the rebate amount calculated is an estimate and final rebate amount may be less. The rebate may be denied or put on hold if more information is needed during the review stage.

If you have any questions, please call 612-715-4853.