



Engagement Letter

(date)

_____ (“Owner”) engages C-C Development, Inc DBA PACE Houston aka PACE Building Efficiency (“Facilitator”) to commence the process of securing up to 100% PACE financing for energy improvements to be made at _____ (“Property”, name and address).

It is agreed and understood that Facilitator will assist Owner identify the optimum Energy Conservation Measures to include in the scope and to progress through the steps necessary to obtain up to 100% financing for qualified energy efficiency, water conservation and or renewable energy improvements to the Property over a 90-day period.

The Owner is responsible for selecting the improvements to be made and immediately engaging an energy efficiency engineer to evaluate the proposed improvements, their energy/water savings over the life of the improvements and the dollar value of those savings by year over their useful life. A signed and stamped report from that engineer will be needed to proceed with the project. This must be prepared in accordance with any applicable guidelines promulgated by the appropriate PACE Administrator and include kWh saved, water saved and the dollar value of those savings by year by improvement.

Architecture & Engineering, Facilitation, Administration, Financing costs incurred in conjunction with this project will be paid up-front by the Owner and may be reimbursed from loan proceeds to be financed by Owner for a term equivalent to the weighted average useful life of the improvements typically 20-25 years and repaid via a special assessment.

The loan will be tied to the Property. In the event the Property is sold the PACE assessment may transfer to the new owner with the sale along with any improvements made with the proceeds of the loan.

Facilitator will be compensated by the greater of a \$25,000 up front fee or 2% of the PACE Loan for its role in assisting Owner throughout the various steps of this project. Should the project be of a value of greater than \$1.25 million, then \$25,000 will be due up-front and the remainder at closing. This fee must be paid up-front as an engagement fee.

Both parties will respond for requests for information within 3 days of such request having been made. The \$25,000 Facilitator’s fee is not reimbursable should the financing fail to close.

Owner may include Facilitator’s fee in the total costs of the project and include it as a part of the financing of the energy improvements, should the project economics support such inclusion.

Owner & Facilitator agree to hold each other harmless & not to be liable for actions of any other party.

Owner Name
Company

Tim Crockett
C-C Development, Inc DBA
PACE Houston, & PACE Building Efficiency