

To: **ODOE Pass-through Partner Program** Fax No.: **503-934-4006 (Salem)** Phone: 503-378-8444 (Salem)

From: \_\_\_\_\_ Fax No.: \_\_\_\_\_ Phone: \_\_\_\_\_

**Project Owner's  
Notice of Intent to Work with Third Party Financial Intermediary to  
Secure Pass-through Partner for Business Energy Tax Credit**

*---Please print---*

**1. Project owner information (Complete one agreement for each project)**

Company name: \_\_\_\_\_

Project owner: \_\_\_\_\_

Application #: \_\_\_\_\_

**2. Third party financial intermediary information**

Company name: \_\_\_\_\_

Company contact: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

**3. Project owner: IMPORTANT Read the statements below. If you agree, sign and date.**

- I will be working solely with the third party financial intermediary company listed above to secure a pass-through partner for my Business Energy Tax Credit project.
- I understand that the Oregon Department of Energy will **not** be seeking a pass-through partner for my Business Energy Tax Credit. (This service is offered at no charge, but can not be offered when a business owner is working with a third party intermediary. The Oregon Department of Energy can not guarantee a pass-through partner for any completed energy project.)
- I understand that when my energy project is complete, final application has been submitted, reviewed and approved by the Oregon Department of Energy and a pass-through partner is secured by the third party financial intermediary, that the Oregon Department of Energy will be promptly notified so a tax credit may be issued.

**Project Owner Name** (please print ): \_\_\_\_\_

**Project Owner Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

This message and any attachments contain information which may be confidential and/or privileged, and is intended for use only by the addressee(s) named on this transmission. If you are not the intended recipient, or the employee or agent responsible for delivering the message to the intended recipient, you are notified that any review, copying, distribution or use of this transmission is strictly prohibited. If you have received this transmission in error, please (1.) notify the sender immediately by e-mail or by telephone and (2.) destroy all copies of this message.

