

COOPERATIVE ENERGY FUTURES MEMBER FINDERS FEE TERMS

Cooperative Energy Futures (CEF) will offer a finder's fee to members based on successful new leads generated by that member. Only CEF members are eligible for these finder's fee payments.

Amount of Fee: Finder's fees will be in the amount of 10% of revenue CEF generates from the sale. No finder's fee shall be due on sales of less than \$100 (no finder's fees under \$10 will be paid). For fee payments of under \$50, CEF may substitute a gift card of equal or greater value to the fee as a thank you in lieu of cash payments. While the amount of revenue varies based on project specifics, below are some approximate amounts a member could expect to receive for generating a successful new lead:

- Bulk sales of DIY efficiency products and weatherization work parties – unlikely to exceed \$100 except for very large orders – finder's fee payments unlikely.
- Insulation bulk buying – CEF revenue ~\$80-\$200. Gift cards or no finder's fees.
- Residential solar bulk buying – CEF revenue ~\$200-\$600, finder's fees around \$20-\$60
- Community Solar host sites – CEF revenue ~\$4,000-\$7,000; finder's fees around \$400-\$700.

Qualification of Leads: The member shall use the *Lead Qualification Submission Forms* provided on the CEF website for the appropriate type of project in order to be eligible for a finder's fee payment. These forms are simple for low-revenue projects, but require more information for the community solar host site projects. CEF may with-hold or refuse payment of a finder's fee if these forms are not used, or are inadequately complete.

Terms of Payment: Finder's fees will only be paid on successfully completed projects. Payments will be made within 2 weeks of the date CEF receives full project payment as long as the member has provided CEF adequate payment information. If the member has not provided adequate payment information, CEF will make at least one attempt to contact the member at the phone number and/or email address on record with the co-op to request such information. The CEF member will have one month from the date of contact to respond to CEF before their right to a finder's fee is waived.

Finder's fees will only be due on new leads in which CEF, its staff, or other members have not previously engaged that lead in consideration or purchase of CEF services. CEF may allow members to consider a lead a "new lead" in cases where a prior conversation has happened, but discussions or interest has remained dormant without the intervention of the member. Members may inquire to CEF as to whether a prospect would be considered a new lead via the form or by phone.

Scope: Members are authorized to generate leads throughout the seven-county Twin Cities Metro Region (Anoka, Carver, Dakota, Hennepin, Ramsey, Scott, and Washington Counties in the State of Minnesota). Members shall not present themselves on behalf of CEF to offer or pitch products or services other than those currently offered by CEF to customers in general.

Reserved Rights: CEF is not obligated to pursue or evaluate every lead generated by members, and members should discuss a lead with CEF staff or directors before communicating to that lead that CEF will follow up. CEF reserves the right to manage evaluation, data collection, and sales through staff or contractors as determined by the member-elected Board. The benefits defined by this agreement shall by default apply to all CEF members, but the CEF Board reserves the right to review or terminate a member's privileges to generate leads for a finder's fee if a member provides excessive and/or poorly qualified leads or represents CEF and its commitments to prospective customers in an inappropriate light. CEF reserves a right to terminate or change this agreement by vote of its member-elected Board.