EGIA Managed Central Business Unit – 2026 Fall Promotion

OVERVIEW

This Contractor Participation Agreement ("Agreement") governs participation in the Central Business Unit – 2026 Fall Promotion (the "Program"), administered by EGIA on behalf of Mitsubishi Electric Trane HVAC US LLC ("METUS").

By registering for or submitting spiffs under this Program, the undersigned contractor ("Participant") agrees to comply with the terms and conditions outlined below.

DEFINITIONS

a. **Central Business Unit Diamond Contractors and Ductless Pros:** Individual sales reps or owners aligned with Central Business Unit Diamond Contractor and Ductless Pro Companies.

b. **Eligible Equipment**: A list of eligible HVAC systems determined by Mitsubishi Electric and uploaded into EGIA's portal.

c. **W9:** When a company or individual receives other types of income, the entity is suing payment legally required to report the payment to the IRS. The W-9 form provides the information necessary to accurately report these payments. EGIA will issue 1099 to any individual or company that receives $2000 or more in payments from the program.

PROGRAM TIMELINE

a. **Equipment Purchase Period:** August 15, 2026 – November 30 , 2026.
b. **Equipment Installation Period:** September 1, 2026 – November 30, 2026.
c. **Submission Deadline:** Applications must be entered into the portal by December 15, 2026.

PARTICIPANT STRUCTURE

a. Spiffs are paid directly to the individual participant, not company, unless the participant is the company owner.

b. There is no incentive cap per participant.

c. Multiple participants from the same company may participate and receive incentive payments.

1. APPLICATION & REGISTRATION REQUIREMENTS

1.1 Registration Requirements

Central Business Unit Diamond Contractor and Ductless Pro Companies participants must complete a registration profile through EGIA's portal.

1.2 Application Requirements

After the eligible equipment has been sold and installed, the participant will apply through EGIA's portal. Applications are reviewed, processed, and paid for on a first-come, first-served basis.

1.3 Application Submission and Documentation Requirements

The application submission and documentation requirements include but are not limited to

1. Homeowner city and state
2. Equipment sale and installation date
3. Equipment model and serial number
4. Distributor Invoice Number
5. A copy of the distributor invoice/purchase order must be uploaded and must include the equipment model and serial number of the eligible equipment.

At any time, the program may request additional information.

Upon review, EGIA will approve, request additional information, or deny the application. All application statuses are available for review in the portal, and participants will also receive a status notification email.

If additional information is requested, the application will remain pending until the requested documentation is submitted and reviewed. Submission of additional information does not guarantee approval. Participants are encouraged to provide the requested information as soon as possible. Failure to do so may result in application denial and may require the application to be resubmitted.

If an application is determined to be ineligible, the participant will receive an email explaining the reason for denial. If the participant believes additional information may impact the decision, they may contact EGIA for review. Please note that providing additional information does not guarantee approval.

1.4 PAYMENT TERMS

Payment for approved applications will be remitted via ACH or check within ten (10) business days of approval.

2. **REPAMENT OF DISALLOWED SPIFFS**

If Mitsubishi Electric and/or EGIA have determined an application payment needs to be returned, the participant will receive an email explaining the reason for the repayment. The participant could be asked to return the payment and/or the payment will be deducted from future payments.

3. **SUSPSENSION**

At the sole discretion of Mitsubishi Electric, or EGIA reserves the right to suspend a participant. Reasons for suspension may include providing inaccurate data, failure to provide information, breach of this agreement, or violating the Program policies and procedures.

4. **CONFIDENTIALITY AND PERSERVATION OF RECORDS**

All data collected from the participants will remain confidential. All equipment pricing submitted by the participant will remain confidential and be used only for tracking and analyzing trends to evaluate the Program's effectiveness.

5. **INDEMNFICIATION**

The Participant agrees to indemnify, defend, and hold harmless the Program, participating distributors in the Central Business Unit Diamond Contractor and Ductless Pro Companies, Mitsubishi Electric, EGIA, and each of their respective officers, directors, representatives, shareholders, employees, affiliates, agents, and successors from and against any and all claims, demands, liabilities, losses, damages, costs, expenses, or causes of action, including reasonable attorneys' fees and court costs, arising out of or related to the Participant's participation in the Program. This obligation shall survive the expiration or termination of this Agreement.