



Office Use Only
Pre-approval:
Expiration:
Rebate:
Month/Year:

Residential Ductless Heat Pump Rebate Application

Complete application and sign/date. All information is required to process rebate(s).

Before installation: submit application with customer information, AHRI #, manufacturer, all model numbers.

After installation: submit completed application and final invoice(s) including the date of installation.

*The rebate is for one DHP per existing residence with electric resistance heating as the primary heating system.

Homeowner name:		Utility Account Number:
Site address:	Site city / State / ZIP code:	
Homeowner phone number:	Homeowner email address:	
Mailing address (if different):		
House / unit square footage (If unknown, please estimate):		Month/Year home was built:
Type of primary electric resistance heat in the home: <input type="checkbox"/> Zonal (baseboard, ceiling, wall, electric hydronic) <input type="checkbox"/> Forced Air Furnace		
Which of the following describes the home? <input type="checkbox"/> Detached Single-Family <input type="checkbox"/> Duplex, Triplex or Fourplex <input type="checkbox"/> Manufactured Home		
The undersigned utility customer requests and authorizes the specified utility to release billing and usage information for the account listed below to the BPA or its agent. With this authorization, the BPA can request billing information for up to two years pre-installation and two years post-installation. The utility customer also hereby releases the utility company from any and all liability arising from or connected with providing this information. The homeowner also agrees to the terms and conditions listed on the back of this form. Please contact Efficiency Services Group at 1-888-883-9879 to confirm program requirements before equipment is ordered.		
Account Holder signature:	Account Holder name (printed):	Date:
Homeowner signature:	Homeowner name (printed):	Date:

Installation Information

Contractor company name:		Date of installation:	
Total installed cost, including: equipment, labor, electrical, tax, permit and other (prior to rebate): Equipment \$ _____ Labor \$ _____ Electrical \$ _____ Other (specify) \$ _____, for _____			
Total number of outdoor units installed:		Total number of indoor units installed:	
Outdoor unit manufacturer:	Outdoor unit model number:	HSPF rating:	AHRI certified reference #:
Associated indoor units	Indoor unit model number(s)	Associated indoor units	Indoor unit model number(s)
Indoor unit 1 (in main living area)		Indoor unit 3 (if installed)	
Indoor unit 2 (if installed)		Indoor unit 4 (if installed)	

Contractor Signature Release (required)

By signing below, the contractor certifies that this invoice form and all accompanying documents are complete and accurate. The signature certifies that the contractor is licensed, bonded, insured, has been trained by the manufacturer of the installed product and has received contractor orientation. By signing this, the contractor has read and understood the terms and conditions listed on this form.

Who is the best person to contact?	Email contact:		
Installer signature:	Installer name:	Date:	
Phone: <input type="checkbox"/> work <input type="checkbox"/> cell	Alternative phone:	<input type="checkbox"/> work <input type="checkbox"/> cell	
<input type="checkbox"/> Yes, this DHP has been installed on a dedicated electrical circuit. <input type="checkbox"/> Yes, I have installed refrigerant line protection on entire length of exterior, insulated refrigerant lines (for details, see below). <input type="checkbox"/> Yes, I have installed the system in accordance with manufacturer specifications, including adherence to proper refrigerant charging. <input type="checkbox"/> Yes, I have all required licenses, registrations, certifications and permits for the work performed at the site address on this form.			

Terms and Conditions

OFFICIAL FORM: This form and any required additional documentation, including installation invoice, must be filled out completely, truthfully and accurately. Project details, including incentives, are subject to change without prior notice.

CONTRACTOR RESPONSIBILITY: It is the responsibility of the contractor to fully fill out this form at the time of installation, and to ensure this form has been signed by both the contractor and homeowner.

HOMEOWNER ELIGIBILITY: To be eligible for incentive payment, the home must have permanently installed electric resistance heat as the primary heating system. Qualifying applications are Single Family & Manufactured Homes with zonal electric heat, Single Family and Manufactured Homes with electric forced air furnaces. A qualifying home can not be a new construction site-built home. A qualifying existing site-built or existing manufactured home cannot have an existing Air Source Heat Pump, Geothermal Heat Pump, existing Ductless Heat Pump or Natural Gas Furnace to qualify for the rebate.

SYSTEM ELIGIBILITY: To be eligible for incentive payment, ductless heat pumps installed must be: a split system heat pump employing an inverter-driven, variable speed compressor, a variable speed outdoor fan, and a multi-speed or variable speed indoor blower. The system must meet a Heating Seasonal Performance Factor (HSPF) requirement of a minimum 9.0. Additionally, indoor units using any type of field installed duct system are NOT eligible.

CONTRACTOR ELIGIBILITY: Contractors must be licensed, bonded and insured, have successfully completed manufacturer sponsored training for equipment being installed.

CONTRACTOR REMOVAL: Non-compliance with installation specifications and/or Quality Assurance Inspections may trigger a performance review of the installation contractor. The performance review may result in suspension or permanent removal from participation. Findings of the performance review will be communicated, in writing, to the installation contractor and participating utility along with terms of suspension or removal.

VERIFICATION AND INSPECTION: Participating homes are subject to random onsite inspections in order to verify that installations meet manufacturer specifications and that the home meets eligibility guidelines. You may be contacted by phone or email to schedule an inspection. No warranty is implied by this inspection.

TAX LIABILITY: Neither McMinnville Water & Light, BPA, nor the contractor is responsible for any tax liability, which may be imposed on the Participant as a result of payment of any incentives or as a result of obtaining financing.

ENDORSEMENT: McMinnville Water & Light does not endorse any particular manufacturer, contractor or product in promoting ductless heat pumps. The fact that the names of particular manufacturers, contractors, or products may appear on Project materials does not constitute an endorsement. Manufacturers, contractors, or products not mentioned are not implied to be unsuitable or defective in any way.

SAFETY AND BUILDING CODES: The Participant agrees to pursue compliance with federal, state, and local building and environmental codes for the installation of this product. The contractor certifies products have been installed consistent with manufacturer instructions.

PROPERTY RIGHTS: The Participant must have proper authority to install the ductless heat pump system on the designated property or has obtained any necessary consent from the landlord.

ACCESS AND EVALUATION: McMinnville Water & Light and its representatives may request access to the property on which the ductless heat pump system was installed to review and evaluate the system during and after project completion. The Participant agrees to provide reasonable access to the property for the purposes described herein.

REFRIGERANT LINE PROTECTION: At the time of installation, contractor must protect all exterior, insulated refrigerant lines. Protection is either UV-resistant tape wrapped around insulated refrigerant lines or rigid line hides installed over insulated refrigerant lines.

CIRCLE REBATE AMOUNT FOR NEW EQUIPMENT			
Residence Type	Measure	Rebate Amount	Minimum Installation Requirements
Existing Site Built or Manufactured Homes	Ductless Heat Pump (one per residence)	\$600.00	Existing forced air electric or Existing zonal heat (baseboard, ceiling cable, wall, electric hydronic)

Rebate(s) will not exceed 70% of the installed job cost.

<p align="center">RETURN COMPLETED APPLICATION TO: McMinnville Water & Light Attn: Energy Efficiency Rebates 5625 NE Elam Young Parkway #100 Hillsboro, OR 97124 Email: rebates@esgroupllc.com Fax: 1-503-344-6942</p>

Allow 6 to 8 weeks for processing after the receipt of the final invoice & completed rebate application.

.Privacy Act Statement:

Basic authority for collecting this information is authorized by 16 U.S.C. §§ 832 et. seq., and 838 et. seq., pursuant to Bonneville Power Administration's Conservation Program system of records established in 46 FR 31700. This information is primarily intended to further, but is incidental to the performance of, BPA's overall Energy Efficiency Program, the objective of which is to acquire energy resources through energy efficiency, to determine what cost-effective conservation and direct application renewable resources measures should be installed or adopted under different circumstances, and to provide incentives for the installation of such measures. Other routine issues of this information include: aggregation into a public database on energy efficiency; furnished to authorized personnel for installation/repair of equipment; aggregated into a database for program publicity; and in some instances information regarding buildings will be made available to subsequent purchasers of the buildings. Your disclosure of the requested information is voluntary; however failure to provide requested information means that it will not be possible for you to participate in this BPA Energy Efficiency program.



RESIDENTIAL DUCTLESS HEAT PUMP REBATE PROGRAM

General Information

HOMES THAT QUALIFY FOR A REBATE

- Site-Built Homes & Manufactured Homes with Forced Air Electric or Zonal Electric Heat (baseboard, wall, ceiling cable).
- Site Built & Manufactured homes with existing heat pumps do not qualify for the rebate.

*The rebate is for one DHP per existing site address with electric resistance heating as the primary heating system.

REBATE AMOUNT

- The DHP rebate is \$600.00 for Site Built & Manufactured home with existing forced air electric or zonal (baseboard, wall, ceiling cable) heat installing a single-head or multi-head DHP.

LEARN ABOUT DUCTLESS HEAT PUMPS

- What is a Ductless Heat Pump and how does it increase comfort and efficiency?
Find out at www.comfortreadyhome.com!

INSTALLER REQUIREMENTS

- Your installation contractor must be a licensed contractor for your project to qualify for our rebate.
- Self-installations do not qualify for the DHP rebate.
- To find an installer in your area, you can visit www.comfortreadyhome.com

BEFORE INSTALLATION: PRE-APPROVAL

- An on-site visit is *not* required prior to installation to qualify for the rebate.
- Your contractor must submit the Residential Ductless Heat Pump Rebate Application to McMinnville Water & Light (MW&L) before installation to verify that the model qualifies for the rebate.
- Pre-installation approval *is* required to qualify for the rebate.
- The approval process takes approximately one business day.

AFTER INSTALLATION: FINAL DOCUMENTATION

- Your contractor must submit a complete Residential Ductless Heat Pump Rebate Application and final invoice with the date of installation to MW&L.

QUALITY ASSURANCE INSPECTION

- MW&L may do a follow-up inspection of your new Ductless Heat Pump.
- If you are chosen for an inspection, you will be contacted beforehand to schedule a day/time with a utility field representative.

CUSTOMER REBATE CHECKS

- After MW&L receives your completed application and final invoice, it will take approximately 6 to 8 weeks for rebate checks to be issued and mailed.

**For additional questions regarding the McMinnville Water & Light
Residential Ductless Heat Pump Rebate Program,
call 1-888-883-9879.**

