



Residential HVAC with PTCS™ Rebate Application

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

Complete application and sign/date. All information is required to process rebate(s).
Contractor must complete *both* pages of this application; Contractor and Customer signatures are required.

Before installation: submit application with Heat Load Calculations & Balance Point Worksheet or
PTCS Heat Pump Sizing Calculator & AHRI certificate.

After installation: submit final invoice(s) and required PTCS forms.

CUSTOMER INFORMATION

Account #		Date		Phone	
First Name		Last Name			
Installation Address			Email		
City		State		Zip	
Mailing Address (if different)					
City		State		Zip	

HOME INFORMATION

Residence Type	<input type="checkbox"/> Site Built Home (<i>up to 4-plex</i>)	<input type="checkbox"/> Manufactured Home	Year Built	
Foundation Type	<input type="checkbox"/> Crawl Space	<input type="checkbox"/> Full Basement	<input type="checkbox"/> Half Basement	Existing Central AC <input type="checkbox"/> Yes <input type="checkbox"/> No
Previous Heating/Cooling System	<input type="checkbox"/> Electric Heat Pump	<input type="checkbox"/> Forced Air Electric	<input type="checkbox"/> Forced Air Gas	
	<input type="checkbox"/> Electric Zonal	<input type="checkbox"/> Forced Air Oil	<input type="checkbox"/> New Construction	

Check Here for Single Family OR Manufactured Home PTCS or Prescriptive Duct Sealing

- Only homes with ducts that are connected to electric heat are eligible
- Prescriptive Duct Sealing measures are treated as PTCS measures for all documentation and Quality Assurance purposes
- Must be installed by a PTCS Certified or BPA approved Prescriptive Technician
- Approved PTCS registry number must be included with this form

NEW EQUIPMENT INFORMATION - *Heat Pumps must be new and AHRI tested and certified to qualify.*

Installation Date		Manufacturer			
Outdoor Model #			Indoor Model #		
AHRI #		HSPF		SEER	
				Size in Tons	
				Variable Speed	<input type="checkbox"/> Yes <input type="checkbox"/> No
Number of Compressor Stages	_____ or <input type="checkbox"/> Inverter Driven	Thermostat Type	<input type="checkbox"/> Programmable <input type="checkbox"/> Non-Programmable <input type="checkbox"/> Intelligent Recovery* <small>*Outdoor thermostat must be installed if not installing Intelligent Recovery Thermostat</small>		

CONTRACTOR INFORMATION

Company Name		Business Phone			
Contact Name			Business Fax or Email		
Address					
City		State		Zip Code	

All requests for rebate funds must be pre-approved. If the work is not completed within six (6) months of approval, customer must reapply for rebate(s). There is no guarantee that funds will be available after the 6-month approval or that the incentive amount will remain the same.

Rebate(s) will not be processed without copies of heat load calculations and balance point worksheet or BPA approved PTCS Heat Pump Sizing Calculator (heat pumps only), PTCS Heat Pump and/or Duct Seal worksheets and final invoices. Jobs must be submitted to the PTCS database by the contractor and approved by PTCS before rebate(s) will be issued.

To qualify for incentives, heat pump and duct sealing must be installed and certified by an active, approved PTCS certified HVAC contractor.

By signing below, I verify that I am certified as an active PTCS contractor listed on the PTCS registry. The equipment I installed is new, AHRI tested and certified, and I have installed and tested and/or sealed this heat pump and/or duct system to meet PTCS standards for system sizing to heating load, duct tightness, refrigerant charge and air flow.

CONTRACTOR SIGNATURE _____ **DATE** _____

CIRCLE REBATE AMOUNT FOR NEW EQUIPMENT			
Residence Type	Measure	Rebate Amount	Minimum Installation Requirements
Existing Site Built and Manufactured Homes	Heat Pump Conversion from existing Forced Air Electric Furnace to New Heat Pump	\$750	New HSPF 9.0 and 14 SEER minimum Heat Pumps. Must be installed according to PTCS standards by a PTCS certified installer. PTCS Commissioning/Controls are required. PTCS Duct Sealing is not required
New & Existing Site Built -- Existing Manufactured Homes	Air Source Heat Pump Upgrade <u>OR</u> Add to System with non-electric heating system (i.e., gas/oil/propane/wood) <u>OR</u> Upgrade from Zonal Electric Resistance w/out duct seal	\$500	New HSPF 9.0 and 14 SEER minimum Heat Pumps. Must be installed according to PTCS standards by a PTCS certified installer. PTCS Commissioning/Controls are required. PTCS Duct Sealing is not required
New & Existing Site Built -- Existing Manufactured Homes	Heat Pump Commissioning & Controls	\$300	New HSPF 7.7 and 13 SEER minimum Heat Pumps. Must be installed according to PTCS standards by a PTCS certified installer. PTCS Commissioning/Controls are required. PTCS Duct Sealing is not required. <u>This measure can not be claimed with any other heat pump measure.</u>
Existing Site Built	PTCS Duct Sealing or Prescriptive Duct Sealing	\$250	Existing Forced Air Electric Furnace or Heat Pump. Must be installed according to PTCS or BPA approved Prescriptive standards by a BPA certified installer
Existing Manufactured Homes	PTCS Duct Sealing or Prescriptive Duct Sealing	\$200	Existing Forced Air Electric Furnace or Heat Pump. Must be installed according to PTCS or BPA approved Prescriptive standards by a BPA certified installer
New <u>OR</u> Existing Site Built and Manufactured Homes	Non-BPA Qualifying Heat Pump	\$150	Any new Heat Pump. Commissioning / Controls and PTCS Duct Sealing are not required.
Rebate will not exceed 100% of the installation cost			

Upon signing this agreement, customer acknowledges the following:

Rebate offer(s) may be changed or discontinued at any time by Canby Utility (CU). CU disclaims any warranty, whether expressed or implied, regarding the measure(s) listed above for any materials or labor associated with installation, maintenance, repair, or any energy savings associated with use.

I understand that the measure(s) must be installed to CU specifications, and certify that I, or my contractor, have reviewed the specifications prior to beginning work. When selecting a contractor, I understand that it is the homeowner's responsibility to request proof of insurance and licensing that meets the statutes and rules of the Oregon Construction Contractors Board. CU strongly recommends validating qualifications before work begins.

I understand the above and certify that I am a customer of CU, that the measure(s) are installed at the address indicated and that this address is within CU service territory.

CUSTOMER SIGNATURE _____ **DATE** _____

Mail or fax completed application and copies of all required documentation to:

<p>Canby Utility PO Box 1070 Canby, OR 97013 FAX: 503-263-8621</p>

Allow 8 to 10 weeks for rebate processing.

Call 503-266-1156 to learn about additional energy efficiency programs.



RESIDENTIAL PTCS HVAC HEAT PUMP & PTCS DUCT SEAL Steps to Participation

GETTING STARTED

To be eligible for the PTCS Heat Pump or PTCS Duct Seal rebate, the application must be pre-approved by Canby Utility prior to installation. Please follow this procedure to qualify for the rebate:

1. CUSTOMER & CONTRACTOR

- Customer fills out customer information and signs the HVAC rebate application.
- Contractor completes New Equipment Information and Contractor Information on rebate application, provides the Balance Point Worksheet & Manual J or the PTCS system sizing calculator (for heat pumps only) and the AHRI certificate.
- Please contact dwunder@canbyutility.org if you would like a copy of the PTCS system sizing calculator.

2. PROJECT PRE-APPROVAL

- Contractor submits forms to dwunder@canbyutility.org or FAX 503-263-8621 for **pre-approval**. During the pre-approval process, the customer account and HVAC information is verified.
- Upon receipt of the pre-approval from Canby Utility, you may begin the project. The project must be completed in six months.
- If the work is not completed within six months of the pre-approval, the customer or contractor must reapply for rebate(s). There is no guarantee that funds will be available after the 6-month approval or that the incentive rebate amount will remain the same.

3. POST-INSTALLATION

- After installation the contractor submits all required documents to dwunder@canbyutility.org
- The PTCS heat pump and/or PTCS duct seal must be approved in the PTCS registry before the rebate will be processed.
- A post-installation inspection may be required.

4. DOCUMENTS REQUIRED TO PROCESS YOUR REBATE(S)!

For PTCS Heat Pumps:

- Canby Utility Residential HVAC with PTCS rebate application signed by both customer & contractor
- Heat Load Calculations (manual J) & the Balance Point Worksheet or the PTCS system sizing calculator
- PTCS Heat Pump Form
- PTCS Heat Pump Registry Approval
- PTCS Commission & Controls can not be combined with any other Heat Pump measure
- Final Invoice

For PTCS Duct Seals:

- Canby Utility Residential HVAC with PTCS rebate application signed by both customer & contractor
- PTCS Duct Seal Form
- PTCS Duct Seal Registry Approval
- Final Invoice

5. RECEIVE YOUR REBATE

You can expect to receive your rebate 8 to 10 weeks after the receipt of all required completed documentation.

All work must meet Bonneville Power Administration (BPA) and Canby Utility program and installation requirements.

For additional questions, call 503-266-1156