



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.

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

CUSTOMER INFORMATION

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

HOME INFORMATION

Residence Type	<input type="checkbox"/> Site Built Home (up to 4-plex) Home	<input type="checkbox"/> Manufactured	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"/> Electric Zonal	<input type="checkbox"/> Forced Air Electric <input type="checkbox"/> Forced Air Oil	<input type="checkbox"/> Forced Air Gas <input type="checkbox"/> New Construction	

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

- Electrically heated homes only
- 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 Unit	<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		Contact Name	
Business Phone		Business Fax	
Address			
City		State	
		Zip	

All requests for rebate funds must be pre-approved. If the work is not completed within three (3) months of approval, customer must reapply for rebate(s). There is no guarantee that funds will be available after the 3-month approval or that the incentive amount will remain the same.

Rebate(s) will not be processed without copies of heat load calculations, 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	\$1,400	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 Upgrade from existing Heat Pump OR adding Heat Pump to a system with Gas Backup	\$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 <u>are required</u> . PTCS Duct Sealing is not required. This measure <u>can not be claimed with any other heat pump measure.</u>
Existing Site Built & Manufactured Homes	PTCS Duct Sealing or Prescriptive Duct Sealing	Site-Built: \$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
		Manufactured: \$200	
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 City of Cascade Locks (CCL). CCL 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 CCL 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. CCL strongly recommends validating qualifications before work begins.

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

CUSTOMER SIGNATURE _____ **DATE** _____

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

<p>City of Cascade Locks Attn: Energy Efficiency Rebates 5605 NE Elam Young Parkway Hillsboro, OR 97124 FAX: 1-503-344-6942 rebates@esgroupllc.com</p>

Allow 8-10 weeks after final inspection for rebate processing.

Call 1-888-883-9879 to learn about additional energy efficiency programs.



Rebate Assignment

This form must accompany completed rebate application(s) and/or required documentation.
Payee and Customer must sign/date. All information is required to process rebate(s).

CUSTOMER INFORMATION					
Utility Account #		Date		Phone	
First Name		Last Name			
Installation Address		Contact Email			
City		State		Zip	
REBATE INFORMATION					
Installed Measure(s)					
Estimated Rebate Amount	\$				

REBATE ASSIGNMENT INSTRUCTIONS

As a City of Cascade Locks (CCL) customer, I request that CCL make check payable and mail directly to:

REBATE PAYABLE TO					
Name		Relationship to Customer			
Mailing Address		Email Address			
City		State		Zip	
Phone		Fax			

By signing below, payee certifies that the installation was completed according to CCL specifications. Payee understands that they are responsible for meeting all program standards, and that payment is not due until program standards are met.

PAYEE SIGNATURE _____ **DATE** _____

By signing this agreement, customer acknowledges that the measure(s) are installed and operating at the location indicated. Customer agrees to allow CCL or its representative to perform inspections on the work. Customer also certifies that the work was completed within CCL service territory. Customer agrees to release CCL from any liability associated with the completed work, and recognizes that in no way is CCL responsible for the safety or satisfactory performance of this work. CCL will not accept any liability caused by customer's participation in this program.

CUSTOMER SIGNATURE _____ **DATE** _____

Allow 8–10 weeks for rebate processing.



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 the City of Cascade Locks 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 rebates@esgrouppllc.com if you would like a copy of the PTCS system sizing calculator.

2. PROJECT PRE-APPROVAL

- Contractor submits forms to rebates@esgrouppllc.com or FAX 503-344-6942 for **pre-approval**. During the pre-approval process, the customer account and HVAC information is verified.
- Upon receipt of the pre-approval from the City of Cascade Locks you may begin the project. The project must be completed in three months.
- If the work is not completed within three (3) 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 3-month approval or that the incentive rebate amount will remain the same.

3. POST-INSTALLATION

- After installation the contractor submits all required documents to rebates@esgrouppllc.com.
- 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:

- City of Cascade Locks 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
- Final Invoice

For PTCS Duct Seals:

- The City of Cascade Locks 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 8–10 weeks after the final inspection and receipt of all required documentation.

**All work must meet Bonneville Power Administration (BPA) and
the City of Cascade Locks program installation requirements.**

For additional questions, call 888-883-9879