| Office Use Only |
|---|
| Rebate: |
| Month/Year: |
| Sq Ft: |

CASCADE LOCKS

# Residential Site Built and Multi-Family Insulation Rebate Application

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

| 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**

**Electric Heat Source:** ☐ **Baseboard** ☐ **Ceiling Cable** ☐ **Forced Air Electric** ☐ **Heat Pump** ☐ **Wall Unit** ☐ **Other** _____

Residence must have permanently installed electric heat system capable of heating entire dwelling to qualify.

**Residence Type:** ☐ **Site Built Home** ***(up to 4-plex)*** ☐ **Multi-Family** ***(5 or more units, 3 stories or less)***

Rebate(s) apply to upgrades on existing homes only. New construction does not qualify.

## INSULATION REBATE PROGRAM GUIDELINES

- 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 three-month approval or that the incentive amount will remain the same. Rebate(s) are available on a first come, first served basis and are subject to availability of funds.
- Before Installation: audit and prior approval are required. Call 1-888-883-9879 to schedule.
- All energy efficient upgrades must be installed according to City of Cascade Locks specifications.
- Wall insulation: in-progress photographs are required for open cavity installations.
- After Installation: final inspection is required. Call 1-888-883-9879 to schedule.

**SITE BUILT INSULATION REBATES**

| Type | Existing Insulation | Final Insulation | Rebate |
|---|---|---|---|
| Attic | Less than R-11 | Minimum R-38 | $0.60 per sq ft |
| | R-11 to R-19 | Minimum R-38 | $0.20 per sq ft |
| Floor | Less than R-11 | Minimum R-30 (or fill joist cavity) | $0.25 per sq ft |
| Wall | R-0 | Minimum R-11 for closed cavities | $0.50 per sq ft |
| | R-0 | Minimum R-15 for open cavities | $0.50 per sq ft |

**MULTI-FAMILY INSULATION REBATES**

| Type | Existing Insulation | Final Insulation | Rebate |
|---|---|---|---|
| Attic | Less than R-11 | Minimum R-38 | $0.60 per sq ft |
| | R-11 to R-19 | Minimum R-38 | $0.20 per sq ft |
| Floor | Less than R-11 | Minimum R-30 (or fill joist cavity) | $0.25 per sq ft |
| Wall | R-0 | Minimum R-11 for closed cavities | $0.50 per sq ft |
| | R-0 | Minimum R-15 for open cavities | $0.50 per sq ft |

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**Rebate(s) will not exceed 100% of the installed job cost.**
**Rebate(s) for self-installed energy efficient upgrades will not exceed 100% of the cost of materials.**

| ENERGY EFFICIENT UPGRADES | | | |
|---|---|---|---|
| ☐ **Attic Insulation:** | Existing R-Value _____ | Final R-Value _____ | Area (sq ft) _____ |
| ☐ **Floor Insulation:** | Existing R-Value _____ | Final R-Value _____ | Area (sq ft) _____ |
| ☐ **Wall Insulation:** | Existing R-Value _____ | Final R-Value _____ | Area (sq ft) _____ |
| ☐ Self Installed | | ☐ Contractor Installed | |

**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 energy efficient upgrade(s) listed on this application for any materials or labor associated with installation, maintenance, repair, or any energy savings associated with use.

I understand that the energy efficient upgrade(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 energy efficient upgrade(s) are installed at the address indicated and that this address is within CCL service territory.

**SIGNATURE** _____ **DATE** _____

## REBATE APPLICATION DOCUMENTS

**Rebate(s) will be paid when CCL has received the following required documents:**

- ☐ Contractor installed: copies of **contractor final invoice(s)** showing R-value of existing insulation, R-value of final insulation and square footage of added insulation
- ☐ Self-installed: copies of **purchase receipt(s)**
- ☐ Completed **Residential Site Built and Multi-Family Insulation Rebate Application** form

A CCL energy efficiency representative will collect required documents at the time of final inspection or you may submit them to:

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

**Allow 8–10 weeks after final inspection for rebate processing.**

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

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CASCADE LOCKS

# 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.**

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# RESIDENTIAL INSULATION REBATE PROGRAM
## Steps to Participation

### 1. PRE-INSTALLATION AUDIT

A utility representative will perform a *one-time* audit to determine the existing condition of your home before your insulation is upgraded. Audit results are kept on file for future reference.

☐ Call 888-883-9879 to request a no-cost audit. Audits are scheduled two times each month. You will be contacted 2–3 days prior to the audit with your scheduled date and time. You do not need to be home during the audit provided there is outside access to all insulation upgrade areas, including crawl space(s) and attic. Please unlock gates and restrain pets before your scheduled audit.

**Site Built & Multi-Family Home Audits May Include:** ☐ Floor ☐ Attic ☐ Wall*
**Wall insulation installed in an open cavity requires photos of before, during and after upgrade(s) to include with rebate application final documents.*

☐ After the audit, you can begin to upgrade the insulation in your home or hire a contractor to do the work.

☐ Two to three weeks after the audit, you will receive a follow-up letter to confirm that rebate funds have been reserved for your project for three (3) months. Projects not completed within the three-month time period must reapply for rebate funds.

### 2. POST-INSTALLATION INSPECTION

☐ Call 888-883-9879 to request a no-cost final inspection of your newly upgraded insulation. Inspections are scheduled two times each month. You will be contacted 2–3 days prior to the inspection with your scheduled date and time. You do not need to be home during the inspection provided there is outside access to all insulation upgrade areas, including crawl space(s) and attic. Please unlock gates and restrain pets before your scheduled inspection.

### 3. REQUEST YOUR REBATE

***ALL DOCUMENTS ARE REQUIRED TO PROCESS YOUR REBATE(S)!*** At the time of the final inspection the utility representative will collect the following required rebate documents:

☐ Contractor final invoice(s), or your receipt(s) if self-installed, showing existing and final R-value and total square footage of upgraded insulation

☐ Completed Residential Site Built and Multi-Family Insulation Rebate Application

☐ Wall insulation photos, if applicable

Documents can also be mailed to the address on the rebate application, faxed to 503-344-6942 or emailed to rebates@esgroupllc.com.

### 4. 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 and installation requirements.**

**For additional questions, call 888-883-9879.**

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