



Office Use Only  
Rebate:

Month/Year:

Sq Ft:

## Residential Manufactured Home Insulation Rebate Application

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

CUSTOMER INFORMATION				
Account #		Date		Phone
First Name		Last Name		
Installation Address			Contact Email	
City		State		Zip
Mailing Address (if different)				
City		State		Zip
HOME INFORMATION				
Electric Heat Source:	<input type="checkbox"/> Baseboard	<input type="checkbox"/> Ceiling Cable	<input type="checkbox"/> Forced Air Electric	
	<input type="checkbox"/> Heat Pump	<input type="checkbox"/> Wall Unit	<input type="checkbox"/> Other _____	
Residence must have permanently installed electric heat system capable of heating entire dwelling to qualify.				
Residence Type:	<input type="checkbox"/> Single Section	<input type="checkbox"/> Multi-Section		
Rebate(s) apply to upgrades on existing homes only. New manufactured homes do not qualify for this rebate.				

### INSULATION REBATE PROGRAM GUIDELINES

- 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 six-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 of the existing insulation and prior approval are required. Call 888-883-9879 to schedule.
- All energy efficient upgrades must be installed according the City of Cascade Locks (CCL) specifications.
- After Installation: All final paperwork must be submitted to our office and a final inspection is required. Upon receipt of the final paperwork, the project will be added to the final inspection list or you may call 888-883-9879 to schedule after the paperwork has been sent to [rebates@esgroupplc.com](mailto:rebates@esgroupplc.com) or fax to 503-344-6942.

MANUFACTURED HOME INSULATION REBATES			
Type	Existing Insulation	Final Insulation	Rebate
Attic	Less than R-11	Minimum R-22	\$0.90 per sq ft
Floor	Less than R-11	Minimum R-22	\$0.90 per sq ft
ENERGY EFFICIENT UPGRADES			
<input type="checkbox"/> Attic Insulation:	Existing R-Value _____	Final R-Value _____	Area (sq ft) _____
<input type="checkbox"/> Floor Insulation:	Existing R-Value _____	Final R-Value _____	Area (sq ft) _____
<input type="checkbox"/> Self Installed		<input type="checkbox"/> Contractor Installed	

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

**Rebate(s) for self-installed energy efficient upgrades will not exceed 70% of the cost of materials.**

**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 the 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 beginning R-value and ending R-value of the insulation and square footage of the installed insulation. The final invoice & installation must be dated on or after October 1, 2019.
- Self-installed: copies of **purchase receipt(s)** showing beginning R-value and ending R-value of the insulation and square footage of the installed insulation. The final invoice & installation must be dated on or after October 1, 2019.
- Completed **Residential Manufactured Home Insulation Rebate Application**.

**City of Cascade Locks  
Attn: Energy Efficiency Rebates  
5625 NE Elam Young Parkway #100  
Hillsboro, OR 97124  
FAX: 1-503-344-6942  
rebates@esgroupllc.com**

**Allow 8 to 10 weeks after final inspection & receipt of all required documentation is submitted for rebate processing.**

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

*Participation in this energy efficiency program allows the City of Cascade Locks to use your electrical energy consumption history for energy savings research. Your consumption history may be shared anonymously with Bonneville Power Administration for energy savings verification and research.*



## MANUFACTURED HOME INSULATION REBATE PROGRAM

### Steps to Participation

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#### 1. PRE-INSTALLATION AUDIT

A field 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 1-888-883-9879 to request a no-cost audit. You will be contacted 2 to 3 days prior to the audit with your scheduled date and time. You will need to be home during the audit to provide access to all insulation upgrade areas, including crawl space(s) and attic.

**Manufactured Home Audits May Include:**     Attic     Floor / Ducts

- 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 six (6) months. Projects not completed within the six-month time period must reapply for rebate funds.

#### 2. INSULATION UPGRADE

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

#### 3. REQUEST YOUR REBATE

**ALL DOCUMENTS ARE REQUIRED TO PROCESS YOUR REBATE(S)!** After the insulation has been installed to specifications, please forward the final paperwork to our office. You can mail the final paperwork (see the address on the rebate application), email to [rebates@esgroupllc.com](mailto:rebates@esgroupllc.com) or fax to 503-344-6942.

- Contractor final invoice(s), or your receipt(s) if self-installed, showing beginning & ending R-value and total square footage of installed insulation. The insulation installation and invoice must be dated on or after October 1, 2019 to receive the current rebate.
- Completed Residential Insulation Rebate Application.

#### 4. POST-INSTALLATION INSPECTION

- After the receipt of the final paperwork, the project will be added to the final inspection list. If you prefer, after you have submitted the final paperwork, you can also call 1-888-883-9879 to be added to the final inspection list. You will be contacted 2 to 3 days prior to the inspection with your scheduled date and time. You do need to be home during the final inspection to provide access to all areas of the installed insulation upgrade.

#### 5. RECEIVE YOUR REBATE

You can expect to receive your rebate 8 to 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.**