

2009 HVAC Rebate

Instructions for completing the School / NE&C HVAC Rebate Worksheet

General Notes

1. The Unitary Application must be completed and the rebate approved prior to purchasing or installing the equipment.
2. Unitary capacity (in tons) should be Air Conditioning and Refrigeration Institute (ARI) net capacity, not gross capacity.
3. Invoices will be required for payment of rebates.

Eligibility Requirements:

1. The proposed unitary(s) must meet the minimum efficiency requirements list on the application.
2. Split systems must list the matching indoor evaporator coil/fan equipment with the outdoor equipment.
3. The rebate offer is not valid unless signed and dated by the Utility Representative. The Customer accepts the Utilities rebate offer and agrees to the Terms and Conditions of the Utility by signing in the pre-approval offer block.

Pre-Installation:

1. Review the rebate eligibility requirements.
2. Review the proposed equipment specifications to confirm it meets the minimum efficiency requirements.
3. Provide to the utility representative the manufacturer's equipment specifications and record the following information on the worksheet:
 - o Equipment (U = unitary; H = heat pump; or S = split)
 - o Manufacturer and Model Number (see the example on the HVAC Rebate Worksheet)
 - o Unit Size (tons) (A) and Efficiency (EER or SEER) (B)
4. Look up and fill in the rebate amount from the Unitary Worksheet (C), Quantity (D) and the total rebate (E).

Explanation of how to fill out table:

SCHOOL / NE&C HVAC REBATE WORKSHEET							
Item	Reason N = New R = Replacement Item	Manufacturer/ Model Number	A Unit Size (tons)	B Unit Efficiency (EER or SEER)	C Rebate (\$/ton) (see table)	D Quantity	E Total Rebate (\$) (A x C x D)
Ex.	N	Acme, HV1011 Unitary AC	10	11.0	\$97	2	10 x \$97 x 2 = \$1,940
		Information found on the manufacturer's cut sheet or specification sheet	ARI Net capacity, not gross capacity		See Table on rebate application	Quantity to be Installed	

Post-Installation:

Utility Representative must verify that:

1. The HVAC equipment has been installed and operable.
2. The HVAC equipment matches the HVAC Rebate Application information. If the equipment has changed from what was approved for the initial rebate offer, the substituted equipment specifications must be submitted and reviewed by the utility to verify compliance with technical requirements and approved before a rebate is considered.
3. The invoice or proof of payment has been submitted.
4. The Utility Representative & Customer have signed / dated the post installation inspection block on the rebate form.