

Oregon Residential, Extended Capacity Heat Pump Install

Residential | Incentive Application | Form 320_{ECHP}



Steps to completion:

- 1 Make** an energy saving improvement in an existing single family home.
- 2 Complete** application information, including:
 - Contractor **and** customer signatures
 - Invoices billing the customer for purchase and installation marked "Paid in full"
 - For Energy Trust trade allies submitting this as an instant incentive project:
 - Invoice billing the customer must show incentive deductions
- 3 Submit** forms by mail, fax or email documentation together to:

Energy Trust of Oregon Residential
 818 SW 3rd Ave, #215
 Portland, OR 97204
 1.866.311.1822 phone
 1.866.516.7592 fax
residentialforms@energytrust.org
- 4 Receive** your check. Please allow four to six weeks for incentive processing after completed application and supporting documentation are received.

Need-to-know information:

- This form should be completed by the Customer and Contractor.
- Energy Trust must receive applications within 60 days from the date of installation.
- All information must be completed for processing; incomplete information will result in delayed payment or disqualification.

Customer Information

Promo Code (optional)

This home is Owner-occupied A rental property I own*

*If the home is a rental property, and the owner or manager is receiving the incentive directly, a complete, accurate, and verifiable W-9 is required. Visit www.energytrust.org/w9.

Site address _____ City _____ State OR Zip _____

Mailing address (if different than site) _____ City _____ State OR Zip _____

Primary phone Home Work Cell Other Phone _____ Home Work Cell

Utility Information

Electric utility*: PGE Pacific Power

*Property must be serviced by PGE or Pacific Power to qualify

Gas utility: NW Natural Cascade Natural Gas Avista Other _____

Site Information

Year built _____ Square feet _____ Number of levels _____

Water heating fuel Electricity Natural gas Propane

Foundation/
basement Crawlspace no vapor barrier Full basement Slab on grade

Crawlspace w/ vapor barrier Half basement

Garage/basement combo Other

Residence type: Single-family home Manufactured home

Are you an **Energy Trust trade ally** submitting this as an **Instant Incentive** project? Yes, instant incentive amount listed on invoice: \$ _____

Customer Name and Signature

By signing below, Customer agrees to the terms and conditions of this application and authorizes Contractor identified below to submit this application and all required invoices and documentation to Energy Trust on Customer's behalf. By that authorization, Customer represents to Energy Trust that all measures have been completed satisfactorily by Contractor as of the signature date below and all accompanying documentation is complete and accurate. If Customer identifies as a landlord or property owner applying for a single-family rental property incentive, Customer affirms that they own and do not reside in the property. **Customer understands and agrees that Energy Trust will issue incentive check for incentives that meet Energy Trust requirements to the Contractor and Customer is responsible for paying the remaining balance of the invoice.**

Customer signature	Full name (please print and use same name as on invoice)	Date
Customer email address (application status updates are sent via email)		

Trade Ally (Contractor) Name and Signature

By signing below, Contractor certifies that this application and all accompanying documentation is complete and accurate, and all improvements associated with this incentive request were completed as of the signature date below. Incentives are payable to trade ally contractor only. **Trade ally contractor has shown instant incentive amount listed above as itemized discounts from Customer's invoice and agrees to the terms and conditions set forth in Form 372IN: Participation Agreement – Instant Incentives.** To receive incentives, all work must comply with the Home Retrofit [Specifications Manual](#).

Trade ally signature	Full name (please print)	Date
Trade ally company	Install date	

Oregon Residential, Extended Capacity Heat Pump Install

Residential | Incentive Application | Form 320_{ECHP}



Previous Heating System Information

Heating system replaced N/A Electric baseboard Electric furnace Heat pump Propane heat
 (check one) Gas fireplace Gas furnace Hydronic (boiler) Wood heat Other _____

Additional Heating System Information (if applicable)

Select any **secondary** heat sources the home has: Gas fireplace Hydronic (boiler) Electric baseboard Electric furnace
 Gas furnace Wood heat Other:

Extended Capacity Ducted Heat Pump Incentive (select one) Residence must be primarily heated by PGE or Pacific Power.

Upgrade type	Requirements	Incentive amount
<input type="checkbox"/> Extended capacity heat pump	Must be residence's primary heating source. Heat pump must be included in Energy Trust's list of qualifying products . Controls must be set with an auxiliary heat lockout setting per manufacturer's recommendations when available. Heat pump cannot have a backup gas heating system. Cannot be combined with other heat pump, heat pump controls or smart thermostat incentives.	\$650
<input type="checkbox"/> Extended capacity heat pump replacing electric forced air furnace as primary heat source	Must replace electric forced air furnace as residence's primary heating source. Heat pump must be included in Energy Trust's list of qualifying products . Controls must be set with an auxiliary heat lockout setting per manufacturer's recommendations when available. Heat pump cannot have a backup gas heating system. Cannot be combined with other heat pump, heat pump controls or smart thermostat incentives.	\$1350
<input type="checkbox"/> Extended capacity heat pump replacing electric forced air furnace as primary heat source installed in a single-family rental property.	Must replace electric forced air furnace as residence's primary heating source. Heat pump must be included in Energy Trust's list of qualifying products . Controls must be set with an auxiliary heat lockout setting per manufacturer's recommendations when available. Heat pump cannot have a backup gas heating system. Cannot be combined with other heat pump, heat pump controls or smart thermostat incentives.	\$1650

I have attached an AHRI certificate: <input type="checkbox"/> Yes <input type="checkbox"/> No - please provide unit information below:		Installed Cost \$
HSPF	EER	SEER
Manufacturer	Model	Serial #
Thermostat	Compressor control set: °F	Auxiliary heat lockout set: °F
	Manufacturer	Model Name

Oregon Residential, Extended Capacity Heat Pump Install

Residential | Incentive Application | Form 320_{ECHP}



////////////////////////////////////

Additional Project Information

Ductwork	Duct material: <input type="checkbox"/> Sheet Metal <input type="checkbox"/> Flex	Duct insulation R Value: R-	Duct system location: <u> </u> % of duct system is interior % of duct system is exterior
	Was the duct work improved? If so, please describe (i.e air or duct sealing):		
Commissioning	Was there additional commissioning performed? If so, please describe (i.e air flow testing):		
System Design	I have attached a heat load calculation sheet: <input type="checkbox"/> Yes <input type="checkbox"/> No – please explain how unit sizing was determined:		

Oregon Residential, Extended Capacity Heat Pump Install

Residential | Incentive Application | Form 320_{ECHP}



Terms and Conditions

APPLICATION: This application and any required additional documentation must be filled out completely, truthfully and accurately. Customer and Contractor may wish to retain copies of this application and any accompanying documentation submitted to Energy Trust. Energy Trust will not be responsible for lost documentation pertaining to this application request. **The Residential program must receive applications within 60 days after the date of installation.** Incentives offers are subject to funding availability and may change. **Incentive amounts are valid for installations done through December 31, 2021. Please allow 4-6 weeks for incentive processing.**

ELIGIBILITY: Incentives listed on **Form 320_{ECHP}** are available for eligible customers who are Oregon residential electric service customers of Portland General Electric or Pacific Power. Final determination of eligibility shall rest solely with Energy Trust.

ELIGIBLE PRODUCTS: Products must meet Energy Trust energy efficiency specifications. These specifications may be found on the web at <http://www.energytrust.org> and are subject to change. If you or your trade ally contractor are not sure of the specifications, please call Energy Trust before proceeding.

WORK QUALITY VERIFICATION: Prior to any payment of incentives, Trade ally contractor will verify that the installed energy-saving measures meet Energy Trust of Oregon specifications (as defined by Building Performance Institute and the current Energy Trust Specification Manual). Outdoor temperatures may affect this verification process. Customer's home may also be selected for a quality control post-installation visit. No warranty is implied by this work quality verification.

PAYMENT: Incentives will be paid after: (i) completion and/or installation of the energy-saving measures, (ii) verification of the completion and/or installation of the measures, (iii) timely submission of all required documentation of measures. Incentives will be paid directly to the trade ally contractor. Measures must be installed by an Energy Trust trade ally contractor.

PROOF OF PURCHASE: The invoice documentation accompanying this application must **itemize** the products purchased and/or work performed. The invoice must show a description of any installation or other labor charges and that the invoice is paid in full.

INCENTIVE AMOUNT: Incentive amount cannot exceed total installed cost. Incentives for energy-saving measures completed and/or installed as set forth in documentation accompanying this application are limited to the amounts provided by Energy Trust. Such amounts are subject to change. Current incentive amounts are identified on the web at www.energytrust.org. Contact Energy Trust with any questions.

TAX LIABILITY: Energy Trust is not responsible for any tax liability, which may be imposed on the Customer or trade ally contractor as a result of payment of any incentives or as a result of obtaining financing. Energy Trust is not providing tax advice, and any communication by Energy Trust is not intended or written to be used, and cannot be used, for the purpose of avoiding penalties under the Internal Revenue Code.

FACSIMILE/SCANNED: Facsimile transmission of any signed original document, and the retransmission of any signed facsimile transmission, are the same as delivery of the original signed document. Scanned original documents transmitted to Energy Trust as an attachment via electronic mail are the same as delivery of the original signed document. At the request of Energy Trust, Customer shall confirm documents with a facsimile transmitted signature or a scanned signature by providing the original document.

SAFETY AND BUILDING CODES: Customer represents that, with respect to the products and work performed identified in the documentation accompanying this application: (i) all products installed and work performed complies with all federal, state and local safety, building and environmental codes, and (ii) products are UL listed, if applicable, and installed per manufacturer's instructions.

NO ENDORSEMENT: Energy Trust does not endorse any particular manufacturer, contractor, or product. The fact that the names of particular manufacturers, contractors, products, or systems may appear on this application does not constitute an endorsement. Manufacturers, contractors, products or systems not mentioned are not implied to be unsuitable or defective in any way.

PROPERTY RIGHTS: Customer represents that Customer has the right to complete and/or install the energy-saving measures on the property on which those measures are completed and/or installed and that any necessary landlord's consent has been obtained.

ACCESS AND EVALUATION: Energy Trust and/or its representatives may request access to the property on which energy-saving measures have been completed and/or installed and may review and evaluate the project during and after completion. Customer agrees to provide reasonable access to the property for the purposes described herein.

DISCLAIMER/NO LIABILITY: Customer understands that, although Energy Trust may provide an incentive payment, Energy Trust is not supervising work performed for Customer nor is Energy Trust responsible in any way for proper completion of that work or proper performance of any products purchased. Energy Trust is simply providing funding to assist Customer in implementing energy-saving measures. Customer assumes the risk of any loss or damage(s) that Customer may suffer in connection with installation of the measures. Energy Trust does not guarantee any particular energy-saving results by its approval of the application or by any other of its actions.

ENERGY INFORMATION RELEASE: Customer authorizes Energy Trust and the contractor signing this application to access utility energy usage data relating to the property on which energy-saving measures have been completed and/or installed. To do so, Energy Trust may access the electric and natural gas accounts and thermostat usage information at the physical address of the project, and the contractor may access thermostat usage information at the physical address of the project. Customer agrees to provide reasonable assistance to Energy Trust to obtain such information. Customer also authorizes the contractor signing this application to share information about the Customer's thermostat system, including, without limitation, thermostat usage information, with Energy Trust.

INFORMATION RELEASE: Customer agrees that Energy Trust may include Customer's name, Energy Trust services and resulting energy-savings in reports or other documentation submitted to Energy Trust, its Board of Directors, the Oregon Public Utility Commission, Oregon Department of Energy, Oregon Housing and Community Services and/or the Oregon Legislature. Energy Trust will treat all other information gathered in evaluations as confidential and report it only in the aggregate.