



Please Return This Form To:
 City of Chewelah – Lighting Department
 301 E Clay
 P.O. Box 258 Chewelah, WA 99109
 FAX: 509-935-6279
 Email: NAnderson@cityofchewelah.org

Ductless Heat Pump Installation Form

For Electrically Heated Homes- *See page 2 for home and heating system types not eligible for rebate

All sections must be filled out by the installer at the time of installation. A copy of this completed form and the purchase receipt or invoice must be promptly submitted to the homeowner’s utility in accordance with utility policy.

Household Information

Customer Name		Installation Address	
City	State	Zip	Customer Phone
Mailing Address, if different:			
Home Type*: <input type="checkbox"/> Existing Site Built <input type="checkbox"/> Manufactured <input type="checkbox"/> New Construction			
Year Built:	Total Heated Area of the Home: Sq Ft	Existing Heating System Being Replaced*: <input type="checkbox"/> Electric Forced Air with AC <input type="checkbox"/> Electric Forced Air without AC <input type="checkbox"/> Electric Zonal ¹	

Installation Information

AHRI Certified Reference #:		HSPF Rating:		Installation Date:	
Outdoor Unit Manufacturer:			Outdoor Unit Model #:		
Total Number of Outdoor Units Installed:			Total Number of Indoor Units Installed:		
Associated Indoor Units	Indoor Unit Model Number(s)	Associated Indoor Units	Indoor Unit Model Number(s)	Associated Indoor Units	Indoor Unit Model Number(s)
Indoor Unit 1: (in main living area)		Indoor Unit 3 (if installed):		Indoor Unit 4 (if installed):	
Indoor Unit 2 (if installed):		Indoor Unit 3 (if installed):		Indoor Unit 4 (if installed):	
Total Installed Cost (before rebates): \$ _____ Additional repair cost (if low income): \$ _____					
<input type="checkbox"/> Yes, this DHP has been installed on a dedicated electrical circuit. <input type="checkbox"/> Yes, I have installed refrigerant line protection on the entire length of exterior, insulated refrigerant lines. <input type="checkbox"/> Yes, I have installed the system in accordance with manufacturer specifications, including adherence to proper refrigerant charging.					

¹ Zonal heating includes electric, non-ducted: ceiling cable, wall, baseboard, plug-in and an electric boiler/water heater attached to a zoned hydronic floor heating system.

Required Signatures

<p>This form must be signed by the person whose name appears on the electric utility account. ENERGY INFORMATION RELEASE: The undersigned utility customer requests and authorizes the specified utility to release billing and usage information for the account listed below to Bonneville Power Administration (BPA). With this authorization, BPA can request billing information for up to two years pre-installation and two years post-installation. The utility customer also hereby releases the utility company from any and all liability arising from or connected with providing this information.</p> <p><input type="checkbox"/> A copy of the purchase receipt or installer's invoice is included with this application.</p>		
Electric Utility City of Chewelah	Customer Account #	
Account Holder Name (If Different than Customer Name Above)		
Account Holder Signature		Date
<p>By signing below, the installer certifies that this form and any accompanying documentation are complete and accurate, and that all measures associated with this project were completed as of the signature date below. The signature certifies that the installer is licensed, bonded, insured, and has been trained by the manufacturer of the installed product and has received contractor orientation available at https://goingductless.com/partners.</p>		
Installer Name	Installation Company	<input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner/Other
Installer Signature	Installer Phone #	Date

*Home type not eligible for rebate: New Construction Site Built in Washington

*Existing Heating system type not eligible for rebate: Air Source Heat Pump, Geothermal Heat Pump, Ductless Heat Pump, Natural Gas Furnace

PRIVACY ACT STATEMENT

Basic authority for collecting this information is authorized by 16 U.S.C. §§ 832 et. seq., and 838 et. seq., pursuant to Bonneville Power Administration's Conservation Program system of records established in 46 FR 31700. This information is primarily intended to further, but is incidental to the performance of, BPA's overall Energy Efficiency Program, the objective of which is to acquire energy resources through energy efficiency, to determine what cost-effective conservation and direct application renewable resources measures should be installed or adopted under different circumstances, and to provide incentives for the installation of such measures. Other routine issues of this information include: aggregation into a public database on energy efficiency; furnished to authorized personnel for installation/repair of equipment; aggregated into a database for program publicity; and in some instances information regarding buildings will be made available to subsequent purchasers of the buildings. Your disclosure of the requested information is voluntary; however failure to provide requested information means that it will not be possible for you to participate in this BPA Energy Efficiency program.

Last Updated: December 21,2021

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