HVAC TUNE-UP VERIFICATION & REBATE APPLICATION

Quick facts about rebate processing:

- This rebate will be mailed to the rebate recipient. Please allow 6-8 weeks for processing.
- Final determination of rebate eligibility will be governed by the terms and conditions of the Roseville HVAC Rebate Program.
- Roseville Electric will only pay rebates to the utility account holder on record, account co-applicant, property owner or a customer's project contractor.

ELECTRIC ACCOUNT HOLDER INFORMATION			
Account Number			Name
Installation Address			Email Address
City	State	Zip	Phone Number

TUNE-UP REQUIREMENTS (TO BE COMPLETED BY CONTRACTOR)			
☐ Include your invoice paid in full with application	☐ Conduct a refrigerant charge diagnosis and recharge system to OEM specifications	☐ Replace air filters (electrostatic filters may be cleaned)	☐ Verify adequate air flow
☐ Check and clean evaporator and condenser coils (if feasible and accessible)	☐ Provide report of tune-up results and remedial actions taken	System size (Tons) required	Price before rebate
Contractor name/business		Contractor sign	

PROGRAM REQUIREMENTS

- This program has a limited budget. Applications will be accepted on a first come, first served basis, until funds are depleted.
- Applications must be postmarked no later than 90 days from tune-up date.
- HVAC Tune-Up program is a seasonal program valid only April 1 through October 1.
- One HVAC Tune-Up rebate per HVAC system every 12 months.
- HVAC Tune-Up is only for single-family residential dwellings receiving electricity from Roseville Electric Utility.
- Recommend ACCA Standard 4 endorsed set of inspection tasks for HVAC maintenance.

PLEASE SUBMIT THE FOLLOWING DOCUMENTS

- Completed and signed application
- Itemized paid-in-full invoice or receipt including contractor/retailer information

Online portal
roseville.ca.us/rebates

Email
rosevilleelectric@roseville.ca.us

Mail
Roseville Electric Utility
116 S. Grant St., Suite 100
Roseville, CA 95678

For more information, call Roseville Electric Utility at (916) 79-POWER (797-6937) roseville.ca.us/rebates

REBATE RECIPIENT					
☐ **Account holder**	Account Number	☐ **Contractor**	☐ **Third party**	Expected Rebate Amount	
Recipient Name		Email Address		Telephone	
Mailing Address (for check)		City	State	Zip	
I agree to rebate payment being sent to the rebate recipient selected on this form. I understand and agree to the terms and conditions listed below.					
Account Holder Name		Account Holder Signature		Date	

CONTRACTOR OR THIRD PARTY INFORMATION (SECTION 11 PAYEE TAX INFORMATION)					
Tax Status	☐ Corporation	☐ Exempt	☐ Individual/Sole Proprietor	☐ Partnership	Federal Tax ID Number

1099 Notice: Rebates may be considered income or a subsidy for tax purposes and may be taxable to the customer or the third party receiving the rebate check. Customers are urged to consult their own tax advisors concerning the potential taxability of these rebates. Rebate(s) greater than $600 will be reported to the Internal Revenue Service on IRS form 1099, unless the customer is exempt. The City of Roseville shall not be responsible for any tax obligations that may be imposed on a customer as a result of the receipt of an Energy Efficiency Rebate.

TERMS & CONDITIONS

- Purchases and Installs must be for **residences receiving electricity from Roseville Electric Utility** in order to be eligible for rebates.
- Applications are processed on a **first-come, first served** basis until funds are depleted or the program is closed.
- Roseville Electric Utility expressly reserves the **right to modify, amend, or terminate** Roseville Electric Rebate Programs, in whole or in part, at any time and for any reason without prior notice.
- I have **read and understand** the program requirements set forth for this program on its webpage and or application process and agree to abide by these requirements. I have attached the required documentation for the program under which I am applying. I certify that the information provided on this application and associated required documentation is true and correct to the best of my knowledge.
- **Incomplete applications will be rejected**, applications must include all required documents.
- I certify that Roseville Electric Utility's **rebate influenced my purchase** of this product or my purchase of a higher efficiency or more climate friendly product than I otherwise would have purchased.
- Application must be submitted or postmarked no later than **90 days from purchase or installation** date.
- Customers may be eligible for **additional rebates** if there is a **change in residence**.
- **Rebates may not exceed** each program's stated rebate limits or total cost of your project or purchase including any additional incentives received by other entities.
- Rebated product must be **purchased new**, used vehicles rebates excluded.
- Products are to be **installed at the residence applying** for this rebate and must not be purchased for resale.
- With the exception of vehicles, products that have been **resold, rebuilt, rented, leased, exchanged, won as a prize** or have had new parts installed into existing products are **not eligible** for rebate.
- Rebates for home appliances and thermostats are permitted for **retrofit projects** only.
- I certify that product(s) have been **installed in accordance with all applicable federal, state, and local laws, building codes, manufacturer's specifications, and permitting requirements**. If a contractor performed the installation or improvement, the contractor holds the appropriate license for the work performed. Contact City of Roseville's Building Department (916-774-5332) for permit requirements.
- Roseville Electric Utility makes no representations with respect to the quality, safety, performance, energy efficiency, operation, maintenance or use of the products or components selected to meet our rebate programs intent. **Customer, purchaser and or contractor shall indemnify, defend and hold harmless Roseville Electric, it's City Council, agents and employees** against all claims, loss, damage, expense and liability arising out of or in any way connected with this rebate program and caused by the acts, omission, intent or negligence, whether active or passive, and excepting only such loss, damage, or liability as may be caused by the intentional act or sole negligence of Roseville Electric. I agree that the selection, purchase, ownership, maintenance, design, installation, use and operation are my sole responsibility.
- Customer understands that Roseville Electric's review of the project shall not be **construed as confirming or endorsing** the qualifications of the applicant or any person(s) involved with the project, including but not limited to the project installer(s), designer(s), or manufacturer(s); endorsing the project design; or as warranting the economic value, safety, durability, or reliability of the project. The host customer is solely responsible for the project, including the selection of any designer(s), manufacturer(s), or contractor(s), or installer(s).
- Roseville Electric Utility is not responsible for **items lost or delayed in the mail**, nor any remittance delayed.
- As a rebate participant, **I agree to participate in project evaluation surveys** conducted in person, by phone or in writing and to mandatory project inspections by Roseville Electric Utility and/or their designees for installed efficiency measures verification and evaluation. I agree to allowing Roseville Electric to use information regarding the changes of my energy usage pre and post installation to inform studies of rebate product effectiveness.
- If applying for an **Electric Vehicle, or Vehicle charging rebate**, by providing your information through the rebate process, you allow Roseville Electric Utility or a third party vendor to **conduct research** and analysis about your electric vehicle use and user preference.
- As a rebate participant you **agree to receive** Roseville Electric and Roseville Environmental Utilities **marketing communications**.

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