



2018 Residential Application: **PREAPPROVED** Ductwork Modifications

Who should apply:

Existing residential properties: heating fuel supplied by CFU – Maximum rebate of \$1,200. **Preapproval required for all projects.**

Existing residential properties: heating fuel not supplied by CFU – Maximum rebate of \$240. **Preapproval required for all projects.**

Who should NOT apply:

Commercial/large multifamily facilities (5+ units/bldg) – NOT ELIGIBLE

Replacement or modification of return drop or plenum – NOT ELIGIBLE; USE RETURN

DROP/PLENUM APPLICATION FORM

New construction/new additions in existing buildings – NOT ELIGIBLE

Modifications not performed by a SAVE-certified contractor – NOT ELIGIBLE

Step 1: Customer Information

(customer completes)

Rebate to (Name):

Building Type: Single-family Mobile Home
 Multifamily (2-4 units per building)

Installation address:

Property Type: Owner-occupied
 Rental

Where should CFU mail the rebate check? Installation address
 Other (specify)

Rebate levels

30% of labor and materials costs, up to \$1000 maximum + \$200 bonus for a 20% increase in total household delivered air flow. Properties that are replacing heating or cooling systems at the same time as the duct modification are not eligible for the bonus.

Step 2: Make sure to comply with program directions

Preapproval Directions: CFU must preapprove all projects. To get preapproved, contact CFU at 266-1761. As part of the process, your contractor must be SAVE-certified. CFU will also conduct a site visit at your property to measure the air flow that your duct system currently delivers. See page 2 for additional project eligibility requirements.

Directions to submit rebate application after project completion: Contractors and customers must send this completed, signed application form and itemized invoices to either energyservices@cfu.net or Cedar Falls Utilities, Attn: Energy Services, P.O. Box 769, Cedar Falls, IA 50613. Invoices must list or describe all projects done at the property for which this rebate is intended, and must itemize total labor and equipment costs. Further details are given on page 2 of this application. CFU will examine the submitted rebate application and invoices, and will visit the customer's premises to verify the delivered air flow and all services listed on the itemized contractor invoices.

NOTE: This form is NOT for the CFU plenum and return drop rebates. The application form for that rebate is available on CFU's website at www.cfu.net/save-energy.

Step 3: Signatures

(customer & contractor complete)

Applicant & Dealer Certification: The undersigned agrees that the stated energy efficiency measure(s) is (are) installed and in operation at the job site address listed above, and that the information contained in this application is accurate and complete. I have read and agree to the Terms & Conditions on Page 2 of this application. I agree to indemnify, defend, hold harmless and release CFU from any claims, damages, liabilities, costs and expenses (including reasonable attorneys' fees) arising from or relating to the removal, disposal, installation or operation of any equipment or related materials in connection with the programs described in this application, including any incidental, special or consequential damages.

Applicant Signature

Date

Dealer signature

Date

CEDAR FALLS UTILITIES 2018 RESIDENTIAL DUCTWORK MODIFICATION PROGRAM TERMS & CONDITIONS

- **Project Eligibility:** All projects must be preapproved by CFU and completed between January 1, 2018 and December 31, 2018. Applicant must be a current Cedar Falls Utilities (CFU) customer and own the property where equipment is installed. CFU must supply the primary heating fuel to the system being improved in order to qualify for the full ductwork modification rebates. If the installation address's primary heating fuel is not provided by CFU, applicant is eligible for up to 20% of the full duct work modification rebate and bonus (\$240). Projects must comply with all applicable federal, state, and local codes, standards, and regulatory requirements. The most current rules of this program are on the application forms posted at www.cfu.net. To evaluate your application, CFU will use the rules listed on the application form that was posted at www.cfu.net on the day CFU receives your application. **Measurement and Invoice Requirements:** At the time of the installation, the equipment installer must be listed as a SAVE-certified contractor at www.hvacsave.com. CFU may compare actual invoiced costs with any pre-project quotes to determine total customer rebate. See table below for more information.
- **Application Submittal Directions:** After installation is complete, submit a completed and signed rebate application with invoices to Cedar Falls Utilities, Attn: Energy Services, P.O. Box 769, Cedar Falls, IA 50613. Invoices, and applications may also be submitted electronically at energyservices@cfu.net. The receipt or paid project invoice must itemize the contractor/vendor name, date of purchase, installation address, manufacturer and model number of any equipment replaced, total labor costs, and total equipment cost.
- **CFU Rebate Processing and Application Deadline:** Submit your application no later than March 31, 2019. Equipment or improvements must be installed and operating on the premises before you submit this application. Unit must be paid in full; items on layaway or payment plans are not eligible until all payments have been made. Allow two to eight weeks for application review and funding of approved rebates. Incomplete applications, *including invoices that are not properly itemized*, may be delayed or rejected. *CFU reserves the rights to 1) award rebates in the form of utility bill credits or directly mailed checks; 2) verify invoices and proof of payment with financial institutions; 3) notify you of rebate status via text message; and 4) request invoices with labor and equipment/materials itemized.* Limit one rebate payment per piece of qualifying equipment or project expense.
- **Verification & Publicity:** CFU reserves the right to inspect and verify the installation, compare actual invoices with pre-project quotes, conduct additional diagnostic testing, ask you to complete a customer survey, and/or meter the specified equipment or process, at no cost to the customer, in order to determine the actual energy saved for up to 12 months after the installation. CFU may publicize your participation in this program unless you request otherwise in writing. Rebate application information may be shared with state agencies or departments.
- **Cedar Falls Utilities:**
 - 1) does not endorse any provider, manufacturer, product, labor or system design by offering this program;
 - 2) is not responsible for any tax liability arising from customer's receipt of a rebate payment;
 - 3) is not responsible for negotiating contractor pricing or expediting contractor work;
 - 4) does not expressly or implicitly warrant the performance of installed equipment or contractor's quality of work (contact your contractor or vendor for warranty information);
 - 5) is not responsible for the proper disposal/recycling of any waste generated by this project;
 - 6) is not liable for any incidental or consequential damages caused by the installation of the equipment or for any damage caused by the malfunction of the installed equipment;
 - 7) does not guarantee that a specific level of energy or cost savings will result from the implementation of energy efficiency measures or the use of products funded under this program;
 - 8) may modify or end any cash rebate program at any time without notice. Incentives are available on a first-come, first-served basis. **Neither preapproval of a project, nor any other action by CFU, entitles applicant to a rebate payment until and unless this application is approved by CFU. Submitting a completed application does not guarantee that applicant or contractor will receive a rebate from CFU.**

ELIGIBLE PROJECTS (unless otherwise stipulated by CFU during project pre-approval process)	
~ Approved modifications to <u>previously existing</u> duct runs	~ Fine tuning of newly installed HVAC equipment
~ Other reasonable expenses or projects (reasonableness determined by CFU)	
PROJECTS NOT ELIGIBLE FOR CFU DUCTWORK MODIFICATION REBATES	
~ Electrostatic air cleaners, duct cleaning services, purchase/installation of new air filters	
~ Routine maintenance or tune ups	~Any projects not pre-approved by CFU or not indicated on pre-project quote
~ Projects in new construction buildings, unconditioned space, new additions to existing buildings, or nonresidential buildings	
~ Projects done by contractors who are not SAVE-certified	~ Changes to plenums, return drops, and filter racks