

**Go Green | Save Green**  
**Cooling System Tune-Up Incentive Application**



**Applicant Information**

Customer Name: \_\_\_\_\_ Date: \_\_\_\_\_

Board of Public Works Account #: \_\_\_\_\_

Address: \_\_\_\_\_  
*Street Address*

\_\_\_\_\_ *City* \_\_\_\_\_ *State* \_\_\_\_\_ *ZIP Code*

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Tune-Up Checklist**

- |  |   |
|--|---|
| <input type="checkbox"/> Clean Condenser Coil      | <input type="checkbox"/> Check Refrigerant Charge                   |
| <input type="checkbox"/> Check Indoor Coil         | <input type="checkbox"/> Check Belt /Lube Motor, if Needed          |
| <input type="checkbox"/> Blow Out Drain Line       | <input type="checkbox"/> Perform Visual Inspection of System        |
| <input type="checkbox"/> Discuss Proper Insulation | <input type="checkbox"/> Discuss/Review Proper Temperature Set-Back |
| <input type="checkbox"/> Filter Service Schedule   |   |

**Contractor Information**

Name of Contractor: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_

**Equipment Information**

\_\_\_\_\_ years since last system tune-up (eligible for \$30 incentive every 2 years)

\_\_\_\_\_ years since last receiving the Go Green | Save Green incentive

Circle one:    Air Conditioner                      Air Source Heat Pump                      Water Source Heat Pump

Estimated age of outdoor unit: \_\_\_\_\_ years. Estimated age of indoor unit: \_\_\_\_\_ years.

*By my signature, I certify that the information provided with this application is true, and that I have read and understand the program guidelines.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Rebate Guidelines**

The following guidelines will generally apply. Exceptions will be handled on a case-by-case basis.

1. Qualifying systems include any residential central cooling system that has been installed for at least 1 year, such as: air conditioner, air source heat pump (electric or fossil fuel back-up), or water source heat pump.
2. Customer is only eligible to apply for an incentive every 2 years (24 months).
3. For renter/landlord situations, the utility bill credit will be applied to the service location.
4. All HVAC equipment must be permanently installed in a single-family residential dwelling. A mobile home must be on a permanent foundation.
5. For duplexes and condominiums that are separately metered, they will be considered residential, thus requiring 2 separate applications. If they are master metered, they are considered multi-family and not eligible. Apartments that are master metered are considered multi-family and not eligible.
6. In those cases where 2 or more air conditioners or heat pumps are installed in the same house, both or all are eligible for the full incentive amount. Each requires its own application.
7. Window air conditioners, Package Terminal Air Conditioner (PTAC), and Package Terminal Heat Pumps (PTHPs) are not eligible. Only a ducted – split system is eligible.
8. Program is subject to the Terms and Conditions as outlined here, on the application, and under the General Guidelines.

### General Program Guidelines

The following guidelines will generally apply to all programs unless otherwise noted. Exceptions will be handled on a case-by-case basis.

1. The applicant must be the customer of record for the BPW utility service relating to the rebate.
2. This program is not available to customers with a current Energy Efficiency Loan through BPW, or customers utilizing PACE financing.
3. All incented equipment must be permanently installed except as exempted in program specific guidelines.
4. Incentives exceeding \$5,000 require pre-approval by the City before purchase or installation. No facility shall receive more than \$10,000 in **Go Green | Save Green** incentives annually without pre-approval.
5. No rebate(s) or incentive(s) will be paid without the completion of the application form. Applications must be received within ninety (90) calendar days of the purchase and installation date.
6. Sales receipt(s) or invoice(s) itemizing the new equipment and indicating the size, type, make, model, purchase date, amount, and/or scope of work provided must accompany each incentive application.
7. Rebated material must be installed at the service address served by BPW.
8. Failure to provide required information may result in denial of the rebate.
9. Rebates will be issued in the form of a utility bill credit.
10. Rebates and incentives are awarded on a first-come, first-served basis until program funds have been depleted.
11. BPW reserves the right to inspect the installed rebated material. If the qualifying equipment is not installed, the rebate may be debited to the utility account.
12. BPW reserves the right to amend or discontinue the program without notice.
13. BPW is not responsible for the rebated material's performance or energy savings, and does not provide any warranties or guarantees, expressed or implied.
14. The applicant agrees to obtain all applicable permits from the Beatrice Community Development Department; to use materials approved by our adopted building codes (2015 IRC and/or 2015 IPC); and to have equipment installed per code. All necessary permits and/or inspections are the responsibility of the customer.
15. The City Administrator/General Manager will make final determination of program compliance.

#### Office Use Only

Received by: \_\_\_\_\_

Date: \_\_\_\_\_

Approval Status: \_\_\_\_\_

Amount: \_\_\_\_\_