

# RENTAL PROPERTY APPLICATION (UP TO 4 UNITS)

## FOR RESIDENTIAL ENERGY EFFICIENCY REBATES AND LOANS



### Instructions:

1. Please print **CLEARLY**.
2. Read the Terms & Conditions (page 2).
3. Complete the Rental Property Application (up to 4 units), on pages 3 & 4. Missing information will result in application processing delays. Please retain pages 1 and 2 of this application for your records.
4. You can apply for a **REBATE OR a LOAN**.
5. Applications for loans, DIY projects and work performed by contractors not listed on the TPU participating contractor list (MyTPU.org/FindContractor) **must be pre-approved by Tacoma Power before work begins**.
6. To review the Rental Program Requirements (up to 4 units), Program Specifications and Glossary of Terms, please visit **MyTPU.org/Incentives** or request copies by calling (253) 502-8363 or email: rebates@cityoftacoma.org.
7. Sign, date and submit the completed application and all supporting documentation to Tacoma Power one of the following ways:

**In-Person:** Tacoma Public Utilities, Conservation Lobby, 3628 S. 35th St., Tacoma

**Mail:** Tacoma Power, ATTN: CEP - Main Floor, 3628 S. 35th St., Tacoma, WA 98409-3192

**Email:** rebates@cityoftacoma.org

### RENTAL PROPERTY MEASURES (up to 4 units) - REBATES AND LOANS

**All eligibility rules apply; refer to Rental Property Requirements (up to 4 units) & Program Specifications for details.**

HEATING	Rebate	Loan <sup>1, 3</sup>
<ul style="list-style-type: none"> <li>Ductless heat pump with existing:                             <ul style="list-style-type: none"> <li>-Forced air furnace electric system</li> <li>-Zonal electric system</li> </ul> </li> </ul>	\$500/home	<b>Up to:</b> \$4,000
<ul style="list-style-type: none"> <li>Central heat pump:                             <ul style="list-style-type: none"> <li>-Replacing an electric forced air furnace</li> </ul> </li> </ul>	\$1,000/home	<b>Up to:</b> \$10,000
<ul style="list-style-type: none"> <li>Duct sealing</li> </ul>	\$450/home	N/A
<ul style="list-style-type: none"> <li>Smart thermostat</li> </ul>	\$50/home	N/A
INSULATION (No manufactured homes)	Rebate	Loan
<ul style="list-style-type: none"> <li>Attic R11 or less to R49 with air sealing</li> </ul>	\$1.60/sq. ft.	N/A
<ul style="list-style-type: none"> <li>Floor R11 or less to R30 or cavity fill with air sealing</li> </ul>		
<ul style="list-style-type: none"> <li>Wall R0 to R11 or R13</li> </ul>		
WINDOWS (No manufactured homes)	Rebate <sup>2</sup>	Loan <sup>1, 2</sup>
<ul style="list-style-type: none"> <li>Single pane to .30 U-value</li> </ul>	\$10/sq. ft.	<b>Up to:</b> \$23/sq. ft.
<ul style="list-style-type: none"> <li>Double pane metal to .30 U-value</li> </ul>	\$5/sq. ft.	<b>Up to:</b> \$23/sq. ft.
LIGHTING		
<b>Bulbs: tenant controlled (2-4 UNITS ONLY)</b> <ul style="list-style-type: none"> <li>Incandescent bulb to minimum 665 lumen LED bulb</li> </ul>	\$5/bulb	N/A
<b>Bulbs and fixtures - common areas</b> <ul style="list-style-type: none"> <li>Bright Rebates calculator will determine rebate amount</li> </ul>	Calculated	N/A
WATER HEATING	Rebate	Loan
<ul style="list-style-type: none"> <li>Heat pump water heater</li> </ul>	\$500	N/A

### Program Requirements and rebate amounts are subject to change without notice.

<sup>1</sup> Sales tax and permit fees may be included in loans. If the total cost exceeds the loan amount shown, the customer is responsible for any balance remaining. The minimum amount for loans is \$1,000.

<sup>2</sup> Based on square footage of windows installed.

<sup>3</sup> Must own home and land.

## TERMS & CONDITIONS

**Approval and payment of rebates or loans is conditioned upon and subject to the following Terms & Conditions. Documents or websites referred to in this Application are a part of and incorporated into this Application.**

**ELIGIBILITY:** Property must be a single-family (one unit in a building), manufactured home (unless otherwise indicated), or multifamily (buildings with two or more units) served by a Tacoma Power residential account. Home hot water system must be electric resistance to qualify for water heating incentive. Home must have a permanently-installed ELECTRIC heating system as the PRIMARY heating system (no portable heaters) to qualify for heating/weatherization incentives. Products ("Products") must meet and be installed to Tacoma Power's specifications and meet Program Requirements found at MyTPU.org/Incentives.

**REBATE or LOAN INCENTIVES:** This Program may be modified or canceled at any time and is subject to availability of funds. Rebate or loan limits apply. Rebate or loan are based on all specified "Products" installed and will not exceed total installed conservation improvement costs minus manufacturer/dealer rebates. Rebate or loan will be deducted from the invoice by Tacoma Power participating Contractors.

**LOAN (INCENTIVE):** A loan may be available to qualified customers to help pay for installation of energy-efficient products included in this offer. Before work begins, the loan must be pre-approved by Tacoma Power and a Notice to Proceed issued by the utility. Limits apply.

**DO-IT-YOURSELF (DIY) PROJECTS:** Projects installed by the Owner or by a contractor that is not a Tacoma Power participating contractor is a DIY project. DIY projects may require pre-inspection prior to approval and are only eligible for the rebates option.

**APPLICATION:** This Application must be accompanied by itemized Contractor's invoice and other required documents and received by Tacoma Power, within 90 days of installation (rebate only) or Notice to Proceed (loan). This form and any required additional documentation must be filled out completely, truthfully and accurately. Tacoma Power is not responsible for lost documentation related to this incentive request. Electronic or facsimile transmission of any signed original document (except signed loan contracts), and the retransmission of any signed transmission, shall be the same as delivery of the original signed document. If requested, Property Owner ("Owner") must confirm documents with signature transmitted electronically or by facsimile by providing the original document.

**HISTORICAL PROPERTIES:** If the property has a historical designation or is in a historic district it is the Owner's responsibility to determine whether additional approvals or permits are required.

**INDEMNIFICATION:** Owner acknowledges and agrees to indemnify, defend and hold harmless Tacoma Power from any and all liability associated w/this project.

**PROGRAM EVALUATION:** Owner agrees to assist Tacoma Power in evaluating the benefits of the Program. This may include, but is not limited to, surveys and release of utility bills or other data pertinent to energy consumption.

**PAYMENT:** Owner is responsible for paying amounts owing to the Contractor(s) that have been agreed upon. Any authorization for Tacoma Power to pay the rebate or loan to the Tacoma Power participating Contractor or assignment of funds is not intended and shall not be construed or deemed to establish any express or implied contractual relationship whatsoever between Tacoma Power and the Contractor(s). Tacoma Power's sole obligations are to provide the financial arrangements and rebate or loan described in this form and approve installations for compliance with Tacoma Power specifications and Program requirements.

**INSTALLATION:** Contractor will be responsible for furnishing and properly installing the specified "Products." Tacoma Power is not responsible for any decision regarding the selection of equipment to qualify for rebates under this Program. Materials and labor for installation of the "Products" will be furnished under a separate agreement between the Owner and the Contractor(s) selected by the Owner. Tacoma Power is not a party to said separate agreement between Owner and Contractor(s). Any work beyond or in addition to Tacoma Power requirements, the methods of installation, types of materials, quality, timing of work, warranties, and/or financial arrangements for Owner contributions are matters to be agreed upon between the Owner and Owner's Contractor and Tacoma Power assumes no duties in connection therewith. Tacoma Power is not responsible for any damage caused (a) when a Contractor enters Owner's premises or during installation, (b) by poor workmanship or (c) by failure to complete projects. Tacoma Power will not intervene in disputes between a customer and his or her selected Contractor(s).

**INSPECTIONS:** Tacoma Power reserves the right to perform verifications of installed qualifying products sold under this Program at any time. If an inspection cannot be completed, Program rebate or loan payment may be withdrawn and Owner shall be responsible for the full cost to the Contractor(s). Permits issued for conservation projects are subject to inspection by the issuing agency/department (in addition to any and all inspections required by Tacoma Power).

**WARRANTIES:** Tacoma Power makes no implied or express warranties regarding this Program, its policies, procedures, inspections and/or any Contractor or Owner-installed product, and specifically disclaims any and all warranties including warranty of merchantability of fitness for a particular purpose. Tacoma Power makes no warranty or promise that any approved "Products" or measures installed in relation to this Program will in fact produce savings in energy consumption or will reduce the Owner's energy bills. Tacoma Power is only a sponsor of this Program and has not and does not make any representations or promises with respect to the installed materials and/or the Contractor's work. Contact Contractor for details on product warranties. Equipment that is replaced under warranty will not be eligible for any additional rebate.

**NOTE:** Tacoma Power is not a party to any contract between Property Owner and the Owner's Contractor and shall have no liability whatsoever for Contractor's performance (regardless of whether Contractor is a Tacoma Power participating Contractor).



# Rental Property Application (up to 4 units) FOR RESIDENTIAL ENERGY EFFICIENCY REBATES & LOANS

PLEASE PRINT CLEARLY

## PROPERTY INFORMATION

Installation Information		Owner Information		
Property name:		Name:		
Installation address:		Mailing address (if different from installation address):		
City	Zip:	City:	State:	Zip:
Property management company (if applicable):		Email:		
		Phone:		
Primary site contact:		Phone:	Email:	

**Application for (select one option only):**  Rebate  Loan

## BUILDING INFORMATION

Primary heat source (existing)	<input type="checkbox"/> Electric forced air furnace	<input type="checkbox"/> Gas, oil, propane or wood
	<input type="checkbox"/> Central heat pump (CHP)	<input type="checkbox"/> Baseboard/wall heater
	<input type="checkbox"/> Ductless heat pump (DHP)	<input type="checkbox"/> Other (please specify):
Property type:	<input type="checkbox"/> Single family home <input type="checkbox"/> Manufactured home <input type="checkbox"/> Condominium/Apartment	
Number of units per building: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	Complex (multiple buildings on one property) information: Number of buildings:      Total Number of Units:	
Is the building designated a historical landmark or located within a historic district?	<input type="checkbox"/> Yes*	<input type="checkbox"/> No
<i>*Permit may be required. Please visit <a href="http://www.tacomaculture.org/historic/databases.asp">www.tacomaculture.org/historic/databases.asp</a> to see if you need a permit.</i>		
I am using a contractor listed on the TPU participating contractor's list.	<input type="checkbox"/> Yes	<input type="checkbox"/> No

## PROPERTY OWNER ACCEPTANCE OF TERMS & CONDITIONS

I have read and fully understand the Terms & Conditions (page 2). I have reviewed both Rental Program Requirements (up to 4 units) and the Program Specifications related to this application (available online at [MyTPU.org/Incentives](http://MyTPU.org/Incentives)). I certify that:

- I am the legal owner of the property listed above **OR** am duly authorized ("Authorized Representative") to sign this application on behalf of the Property Owner.
- The products I intend to purchase (or purchased) meet the program eligibility requirements and specifications.
- The property is served by Tacoma Power.
- The information I have provided is true and correct.
- I acknowledge that Tacoma Power may verify the accuracy of this information and reserves the right to change the Program without notice.
- I acknowledge that I am solely responsible for ensuring the product and installation complies with all applicable federal, state and local safety, building, electrical and environmental laws, codes, regulations and standards, and any manufacturer instructions (including equipment purchased, work performed, required permits and materials disposal, if any).
- I AUTHORIZE TACOMA POWER, BY WAY OF ASSIGNMENT OF FUNDS, TO PAY THE REBATE OR LOAN TO THE TACOMA POWER PARTICIPATING CONTRACTOR WHOSE BID OR INVOICE IS INCLUDED WITH THIS APPLICATION AND WHOM I HAVE ENTERED INTO CONTRACT(S) TO INSTALL THE IDENTIFIED AND APPROVED PRODUCTS.

*EXCEPTION: DIY PROJECTS AND PROJECTS THAT USE CONTRACTORS NOT LISTED ON THE TACOMA POWER PARTICIPATING CONTRACTOR LIST WILL BE PAID DIRECTLY TO THE PROPERTY OWNER.*

By signing this document, **I acknowledge that I have read, fully understand and accept the conditions that are outlined above and detailed in the Terms & Conditions on page 2 of this packet.**

**Owner's signature:**

**Date:**

For more information or questions, please visit us online at [MyTPU.org/Incentives](http://MyTPU.org/Incentives), call (253) 502-8363 or email: [rebates@cityoftacoma.org](mailto:rebates@cityoftacoma.org).

## BASIC ELIGIBILITY REQUIREMENTS

To review the Rental Program Requirements (up to 4 units) and Program Specifications, please visit [MyTPU.org/Incentives](http://MyTPU.org/Incentives) or call (253) 502-8363 to request copies.

Select Program(s)		Eligibility
<input type="checkbox"/>	<b>Ductless heat pump (DHP)</b>	<b>Eligibility</b>
	<p><b>Limitations:</b> One rebate per home   <b>NOT ELIGIBLE:</b> Homes with an existing central heat pump</p> <ul style="list-style-type: none"> <li>AHRI certified, minimum 9.0 HSPF, 14 SEER rating</li> <li>Must be listed on <b>BPA's Qualified Products List</b></li> <li>Primary heat source is electric</li> <li>System must be installed, <b>in the main living area</b>, by a trained technician listed at <a href="http://www.goingductless.com">http://www.goingductless.com</a></li> <li><b>Manufactured homes</b> - must own land to qualify for loan</li> </ul>	Rebate <b>OR</b> Loan
<input type="checkbox"/>	<b>Central heat pump (CHP) with an electric forced air furnace</b>	
	<p><b>Limitations:</b> One rebate per home   <b>NOT ELIGIBLE:</b> Homes with an existing CHP</p> <ul style="list-style-type: none"> <li>New central heat pump, AHRI certified minimum 9.0 HSPF and 14 SEER rating</li> <li>Must install new electric forced-air furnace and a high-efficiency central heat pump</li> <li>Must be PTCS tested and certified by a PTCS technician</li> <li><b>Manufactured homes</b> - must own land to qualify for loan</li> </ul>	Rebate <b>OR</b> Loan
<input type="checkbox"/>	<b>Duct sealing</b>	
	All accessible ducts in <b>unheated</b> areas (i.e. crawlspaces, attics, and garages) <b>must</b> be sealed to Prescriptive Duct Sealing Specifications by a certified Performance Tested Comfort Systems (PTCS) technician listed at <a href="https://ptcs.bpa.gov/FindContractor.aspx">https://ptcs.bpa.gov/FindContractor.aspx</a> .	Rebate
<input type="checkbox"/>	<b>Smart thermostat</b>	
	<ul style="list-style-type: none"> <li>Thermostat must be listed on <b>BPA's Qualified Products List</b></li> <li>Must be installed in homes where the primary heating system is either an electric forced air furnace or a central heat pump</li> </ul>	Rebate
<input type="checkbox"/>	<b>Insulation</b>	
	<p><b>NOT ELIGIBLE:</b> Homes with existing central heat pump <b>OR</b> manufactured homes. Homes undergoing major remodel where building code requires insulation.</p> <ul style="list-style-type: none"> <li>Home must have been built <b>before</b> 1988</li> <li>If knob and tube (K&amp;T) wiring is present on inspection, a "passing report" is required by a journeyman electrician <b>prior</b> to project approval. Contact your insulation contractor or Tacoma Power for information on K&amp;T inspections</li> </ul>	Rebate <b>OR</b> Loan
<input type="checkbox"/>	<b>Windows</b>	
	<p><b>NOT ELIGIBLE:</b> Homes with existing central heat pump <b>OR</b> manufactured homes</p> <ul style="list-style-type: none"> <li>Home must have been built <b>before</b> 1988</li> <li>Have existing single pane windows or existing double pane metal</li> <li>Meet Tacoma Power's documented minimum insulation requirements</li> </ul>	Rebate <b>OR</b> Loan
<input type="checkbox"/>	<b>Common Area Lighting</b>	
	<p><b>NOT ELIGIBLE:</b> Single family homes</p> <ul style="list-style-type: none"> <li>Contractor must submit a lighting plan and product specification (cut sheets) to Tacoma Power for approval prior to purchase and installation</li> <li>Proposal must include a completed <b>Bright Rebates Calculator application</b> with qualifying replacements</li> </ul>	Rebate
<input type="checkbox"/>	<b>Heat Pump Water Heater</b>	
	<ul style="list-style-type: none"> <li>Must be a qualified, Tier 3 model listed on the <b>BPA Qualified Heat Pump Water Heater List</b></li> <li>Must be installed to manufacturer specifications</li> <li>Must replace existing electric resistance water heater</li> </ul>	Rebate