



Owner-Occupied Documents Checklist

FOR RESIDENTIAL REBATES

	Heating (CHP, DHP)	Duct Sealing	Weatherization		Heat Pump Water Heater	Smart Thermostat
			Windows	Insulation		
Owner-Occupied Application <ul style="list-style-type: none"> Signed by owner 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Assignment of Funds Form (not required for DIY projects) <ul style="list-style-type: none"> Signed by owner and Tacoma Power participating contractor 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Bid(s) <ul style="list-style-type: none"> Signed by owner 	<input type="checkbox"/>	<input type="checkbox"/> <i>if applicable</i>	<input type="checkbox"/>	<input type="checkbox"/>		
Knob & Tube (K&T) Inspection Report <ul style="list-style-type: none"> Required if K&T wiring is present 				<input type="checkbox"/>		
Invoice for work (receipt for smart thermostat) <ul style="list-style-type: none"> See customer requirements 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Completed Prescriptive Duct Sealing form		<input type="checkbox"/>				
Completed PTCS Air Source Heat Pump form	<input type="checkbox"/> CHP only					
Heat pump sizing and balance point calculations	<input type="checkbox"/> CHP only					
BPA approved PTCS form <ul style="list-style-type: none"> Printed copy from online registration 	<input type="checkbox"/> CHP only	<input type="checkbox"/>				
Mechanical permit	<input type="checkbox"/>					
Electrical permit	<input type="checkbox"/>					
AHRI certificate	<input type="checkbox"/>					
Insulation certificate				<input type="checkbox"/>		
Smart Thermostat Project Information form						<input type="checkbox"/>
Window permit (where required)			<input type="checkbox"/>			
Window shipping slip			<input type="checkbox"/>			