



Heat Pump Rate Change / Rebate Program Application

This form is to be used for the verification of installation of a heat pump unit applying for the Stillwater Electric Utility - Heat Pump Rate Change / Rebate Program.

Instructions:

1. The applicant must submit both this completed form, and a **Contractor's Verification Statement** for each heat pump rebate request.
2. The HVAC Contractor must complete the **Contractor's Verification Statement** (page 2) with the details of the system installed at the physical address on this form. Attach a photocopy of the receipt(s) for the purchase of the heat pump.
3. Attach a photograph(s) of the manufacturer's data plate legibly showing Model number, Serial number, etc., on the unit. For locations where multiple units are installed, a photograph of the manufacturer's data plate(s) for each unit is required. The serial number on the Contractor's Verification Statement must match the serial number on the data plate photo.
4. Return completed form, copy of the receipt(s), and photograph(s) within sixty (60) days of the date unit was placed into service:

Attn. Rebate Program Manager
Stillwater Electric Utility
411 E. Third Ave.
Stillwater, OK 74074

Physical address where heat pump is installed:

Property Owner: _____
Street Address: _____ Apt: _____
City: _____ State: _____ Zip: _____

Mailing address where rebate is to be sent:

Name: _____
Address: _____ Apt: _____
City: _____ State: _____ Zip: _____
Telephone Number: _____

The installed heat pump is a/an:

- Air source unit
 Closed loop ground source unit

For:

- Residential
 Commercial — General Service

Heat pump capacity in tons _____

I hereby request a Heat Pump Rate Change / Rebate for the above listed property:

Signature: _____ Date: _____

Contractor's Verification Statement

(To be completed by HVAC Contractor or Authorized Installation Representative)

Air Source Heat Pump:

Heat Pump Unit:

Manufacturer: _____

Model Number: _____

Serial Number: _____

Ton Rating: _____

BTU Capacity: _____

Coil:

Manufacturer: _____

Model Number: _____

SEER: _____

Closed Loop Ground Source Heat Pump:

Heat Pump Unit:

Manufacturer: _____

Model Number: _____

Serial Number: _____

Ton Rating: _____

BTU Capacity: _____

EER: _____

HVAC Contractor:

Name: _____

Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone Number: _____

Date unit was placed into service: _____

Under penalty of law, I hereby state that the above entered information concerning the heat pump installation at _____ (address), _____ (city, state) was installed by same or authorized representative of said business, that the information is true and correct, that the heat pump is now operational or in operation, and that the heat pump is not a dual fueled system.

Signature: _____ Date: _____
(Signature of HVAC Contractor or Authorized Installation Representative)

CITY USE ONLY

Application qualifies for: ___ Rate ___ Rebate Reviewed by: _____