



Instructions for Use:

For the full program Terms and Conditions please refer to page 3 of your application.

Step 1: Determine Eligibility:

Verify the utility company listed on the rebate application is your utility service provider. Applications for other participating utility service providers can be found on the www.michigan-energy.org website by selecting the name of your utility service provider.

Thoroughly read the eligibility requirements in the “Total Rebate Requested” section to verify the items you have installed meet all of the eligibility terms.

Step 2: Install program defined measures:

Some measures may be installed by you, the homeowner. If this is the case, make sure you save the receipts for the measures for which you plan to request a rebate.

It may be necessary to hire a contractor to install some of the measures. You may either select a licensed contractor from your community or visit the “Registered Contractors” link (coming soon) on our website, which includes a list of contractors who have notified us they provide installation services for rebate eligible measures.

Once the work has been completed, make sure you get a paid receipt/invoice from your contractor. Your receipt or invoice must clearly indicate the equipment type, make, model, serial number, price and date of purchase or installation. Permit information is required (when permit is required by the building code). Also, make sure you ask your contractor for his/her signature on the designated line on the application. Applications must be received within thirty days of the purchase and/or installation of measures.

Step 3: Complete and submit your rebate application:

Make sure you fill out the application completely. Fields left blank on your application will delay the processing of your rebate application. To verify you have included all the items required see the checklist on Page 1 of the application.

Thank you for participating in the Energy Optimization program.

Mail your completed application and required paperwork to:

**Stephenson – HVAC Program
3474 Alaiedon Parkway
Suite 600
Okemos, MI 48864**

Residential HVAC Rebate Application



1. Customer Information

Customer Name _____		Utility Account Number _____		<input type="checkbox"/> Electric <input type="checkbox"/> Gas Type(s) of Service provided	
Street Address (where equipment was installed, must receive service from Stephenson) _____			Customer Phone Number _____		
City _____	State _____	Zip _____			
Mailing Street Address (if different from installation address) _____					
Mailing City _____	Mailing State _____	Mailing Zip _____			
House Type: <input type="checkbox"/> Single-Family <input type="checkbox"/> Condo <input type="checkbox"/> Townhouse <input type="checkbox"/> Manufactured Home <input type="checkbox"/> Other					

REQUIREMENTS FOR REBATE PROCESSING:

- COMPLETED / SIGNED COPY OF THIS FORM
- COPY OF RECENT UTILITY BILL
- COPY OF THE SALES RECEIPT/INVOICE INDICATING: EQUIPMENT TYPE, MANUFACTURER, MODEL AND SERIAL NUMBER, PRICE, DATE OF PURCHASE, DATE OF INSTALLATION, AND PAYMENT IN FULL. APPLICATIONS MUST BE RECEIVED WITHIN THIRTY DAYS OF PURCHASE AND/OR INSTALLATION OF MEASURES.
- PERMIT INFORMATION REQUIRED (ACCORDING TO APPLICABLE BUILDING CODE)

ADDITIONAL REBATE INFORMATION REQUIRED

TYPE OF WATER HEATER		TYPE OF FURNACE/BOILER	
OLD <input type="checkbox"/> GAS <input type="checkbox"/> ELECTRIC	NEW (IF APPLICABLE) <input type="checkbox"/> GAS <input type="checkbox"/> ELECTRIC	OLD <input type="checkbox"/> GAS <input type="checkbox"/> ELECTRIC <input type="checkbox"/> OTHER	NEW (IF APPLICABLE) <input type="checkbox"/> GAS <input type="checkbox"/> ELECTRIC

INCOMPLETE APPLICATIONS CANNOT BE PROCESSED FOR PAYMENT

NOTIFICATION OF PROBLEMS WITH INCOMPLETE APPLICATIONS WILL BE SENT VIA EMAIL. APPLICANTS WILL BE GIVEN 10 CALENDAR DAYS TO RESPOND BEFORE APPLICATION IS DEEMED INELIGIBLE.

2. Measures Installed

Install Date	Type of Measure Installed	Manufacturer & Serial Number	Model Number (give both condenser and coil number for central AC)	Tonnage (if central AC)	AHRI-Rated Efficiency (if central AC)	
					SEER	EER

Permit Number: _____ Issuing Jurisdiction: _____ Date Issued: _____

3. Measures Removed

Type of Measure Removed	Manufacturer Name	Model Number	Was Unit Operating?	Size/Capacity	Efficiency Rating
Central Air Conditioner				Tons:	SEER:
Other:					

4. Total Rebate Requested

Minimum AHRI-Rated Efficiency For Measure (available at www.ahrinet.org)	Program Qualifications	Rebate Payment	Number of Units	Total Rebate (Rebate x # of units)
Central Air Conditioning	Applicable permit(s) required. SEER 14 or higher. Applicable permit(s) required. Limit 1 per address Replacement Only	\$100		\$
Pipe Wrap	R-4, Insulating hot water pipes, per 5 linear ft. Must have electric water heater Limit 10 linear ft.	\$4		\$
ECM Blower Motor	Installed in new or existing furnaces. Applicable permit(s) required. Limit 1 per address	\$100		\$
TOTAL REBATES REQUESTED				\$

5. Contractor Information

Contractor Company Name		Contact Name	
Address		Contractor License # (required)	
City	State	Zip	
Email Address	Telephone	Fax	

6. Terms and Conditions

APPLICATION: This application and any required additional documentation, including the invoice, must be filled out completely, truthfully and accurately. Customers are advised to retain a copy of this application and any accompanying documentation submitted to Energy Optimization * and their contractors under this program. Energy Optimization * and their contractors will not be responsible for lost documentation pertaining to this application request. Details of this program, including rebate levels, are subject to change or cancellation without prior notice. This application with required documentation must be received within 30 days of the purchase/ installations' completion. Please call for the most up-to-date details. **1-877-296-4319** or visit michigan-energy.org

LIMITED FUNDS: Funds for rebates are limited and available on a first-come, first-served basis. Rebate amounts are valid through December 31, 2010. Energy Optimization * and their contractors reserves the right to not pay this rebate if funds are not available at the time of application approval, or if the form and all required additional information are not filled out completely and accurately.

ELIGIBILITY: This offer is valid for Stephenson residential customers applying through the Stephenson Residential HVAC Program only. Customers applying for a rebate must receive service from Stephenson. This offer is not valid for new construction homes or commercial properties. Equipment must be installed in the Stephenson service territory. Eligible systems are listed above in section 4 of the application.

APPROVAL, VERIFICATION AND INSPECTION: Prior to any payment of rebates, Energy Optimization *and their contractors reserve the right to verify sales transactions. Customer's contractor will verify that the installed energy saving measures meet all applicable building codes, zoning laws, local, state, and federal requirements, and other relevant requirements. Contractor is responsible for any applicable permits as required by aforementioned code/law. Outdoor temperatures may affect this verification process. Customer's home may also be selected for a quality control post-installation inspection by Energy Optimization *and their contractors. No warranty is implied by this inspection.

PROOF OF PURCHASE: A contractor's invoice itemizing the purchased equipment must accompany each Stephenson HVAC Rebate Application Form. The invoice copy must indicate the equipment type, make, model, price and serial numbers.(coil and condenser model/serial numbers listed separately) and the date of purchase.

PAYMENT: Please allow up to 6-8 weeks for payment. Payment processing may take longer if information is missing on the application. Please visit michigan-energy.org if you have any questions about your rebate.

TAX LIABILITY: Energy Optimization *and their contractors will not be responsible for any tax liability that may be imposed on the customer as a result of the payment of rebates. Please contact your tax advisor for more information.

FACSIMILE/SCANNED: Facsimile transmission of any signed original document, and the retransmission of any signed facsimile transmission, shall be the same as delivery of the original signed document. Scanned original documents transmitted to Energy Optimization * and their contractors as an attachment via electronic mail shall be the same as delivery of the original signed document. At the request of Energy Optimization *, customer shall confirm documents with a facsimile transmitted signature or a scanned signature by providing the original document. Please fax to **517- 999-2351** or e-mail info@michigan-energy.org

NO ENDORSEMENT: Energy Optimization *and their contractors do not endorse any particular manufacturer, product, system design, claim, or contractor in promoting this program.

* [Energy Optimization is a program being administered and implemented by CLEAResult Consulting, Great Lakes LLC and the Michigan Electric Cooperative Association in compliance with PA 295 of 2008.]

Signatures

The Residential Rebate Application cannot be processed unless all of the appropriate fields on this application are complete. Please be sure you have read the Terms and Conditions of this application

I HAVE READ AND UNDERSTAND THE TERMS AND CONDITIONS ABOVE. I CERTIY THAT THE INFORMATION I HAVE PROVIDED IS TRUE AND CORRECT AND THE PRODUCT(S) AND/OR EQUIPMENT FOR WHICH I AM REQUESTING A REBATE MEETS THE REQUIREMENTS IN THIS APPLICATION.

Customer Signature	Contractor Signature
Date:	Date:

Incomplete applications will not be accepted for payment. Please mail a complete and signed copy of this form, a copy of the most recent utility bill, along with a copy of the sales receipt/invoice indicating the equipment type, make, model and serial number, price, and date of purchase/installation to:

Stephenson-HVAC REBATE

**3474 Alaiedon Parkway
Suite 600
Okemos, MI 48864
Email: info@michigan-energy.org
Fax: (517) 999-2351**

INFORMATION RELEASE: Member requests and authorizes Stephenson to release natural gas or electric usage for the preceding twelve months to Energy Optimization*, in order to participate in the program. The authorization to release information expires automatically two (2) years after signature date. Customer agrees that Energy Optimization* and their contractors may include customer's name, address, Stephenson account number, Stephenson services and resulting energy savings ("Information") in a database hosted by a contractor of Energy Optimization* and such information may be included in reports or other documentation submitted to Stephenson, and their contractors and/or the Michigan Public Service Commission ("Reports"). Such parties will treat such Information as confidential and the Information in the Reports shall only be in the aggregate.

RELEASE/INDEMNIFICATION: Payment of rebates under the Program and/or evaluation of applications for rebates shall not deem Energy Optimization * or any of its affiliates, employees, contractors or agents ("Energy Optimization *Parties") to be responsible for any work completed in connection herewith. Applicant fully releases Energy Optimization *Parties from any and all claims it may have against Energy Optimization *Parties in connection with this application, the rebates or the work performed in connection with them. In addition, applicant agrees to defend, indemnify and hold Energy Optimization * Parties harmless from and against any and all claims, losses, demands or lawsuits by any third parties arising in connection with this application, the payment or non-payment of rebates, or any work performed in connection with them. The customer hereby releases Stephenson from any and all liability arising from or connected with releasing the information to Energy Optimization set forth herein.

LIMITATION OF LIABILITY: Energy Optimization * Parties total liability is limited to the amount of the rebate payment specified in this application. IN NO EVENT WILL Energy Optimization * Parties BE LIABLE WHETHER IN CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, WARRANTY OR OTHERWISE FOR SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES CONNECTED WITH OR RESULTING FROM PARTICIPATION IN THIS PROGRAM.

DISCLAIMER: NEITHER Energy Optimization * Parties NOR ANY OF ITS AFFILIATES GUARANTEES THE ENERGY SAVINGS OR MAKES ANY WARRANTIES ASSOCIATED WITH THE MEASURES ELIGIBLE FOR REBATES UNDER THIS PROGRAM. Energy Optimization *Parties HAS NO OBLIGATIONS REGARDING, AND DOES NOT ENDORSE OR GUARANTEE, ANY CLAIMS, PROMISES, WORK, OR EQUIPMENT MADE, PERFORMED, OR FURNISHED BY ANY CONTRACTOR OR EQUIPMENT VENDOR THAT SELLS OR INSTALLS ANY ENERGY EFFICIENCY MEASURES. Energy Optimization *Parties MAKES NO WARRANTIES OR REPRESENTATIONS OF ANY KIND, WHETHER STATUTORY, EXPRESS, OR IMPLIED, INCLUDING WITHOUT LIMITATIONS, WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE REGARDING THE EQUIPMENT PROVIDED BY A MANUFACTURER OR VENDOR. CONTACT YOUR CONTRACTOR FOR DETAILS REGARDING EQUIPMENT PERFORMANCE AND WARRANTIES. Energy Optimization *Parties HAS NO OBLIGATION TO MAKE ANY REBATE DESCRIBED HEREIN UNLESS CERTAIN MINIMUM REQUIREMENTS OF THE PROGRAM HAVE BEEN MET AND FUNDS ALLOCATED FOR SUCH REBATES ARE AVAILABLE FOR DISTRIBUTION.

PROPERTY RIGHTS: Customer represents that customer has the right to complete and/or install the energy-saving measures on the property on which those measures are completed and/or installed and that any necessary landlord's consent has been obtained.

CUSTOMER'S CERTIFICATION: Customer certifies that he/she has purchased and installed the equipment listed on the other side of this application at the defined location. Customer agrees that all information is true and that he/she has conformed to all program and equipment requirements listed.

Please call for the most up-to-date details. **1-877-296-4319** or visit michigan-energy.org