



Please Return This Form To:
 Ohop Mutual Light Company
 34014 Mountain Hwy E
 Eatonville, WA 98328
 E-mail: office@ohop.coop
 Fax: 253-847-2877

Ductless Heat Pump (DHP) and Ducted Mini-Split Installation Form

All sections must be filled out by the installer at the time of installation. A copy of this completed form and the purchase receipt or invoice must be promptly submitted to the homeowner's utility in accordance with utility policy.

Eligibility Guide for DHPs and Ducted Mini-Splits: Ducted Mini-Splits do not include homes with whole house centrally ducted systems. See PTCS Air Source Heat Pumps for further information on whole home centrally ducted systems.

All systems must:

1. Be installed on a dedicated electrical circuit,
2. Have refrigerant line protection on the entire length of exterior and insulated refrigerant lines,
3. Be installed in accordance with manufacturer specifications, including adherence to proper refrigerant charging and,
4. If installing a single head DHP, the contractor must have received the contractor orientation available at <https://goingductless.com/partners>.

Select what you are Installing <i>(Select One)</i>	Eligible Home Types <i>(Select One)</i>	Eligible Existing Heating System Being Replaced <i>(Select One)</i>
<input type="checkbox"/> Single Indoor Head DHP <input type="checkbox"/> Single Ducted Mini-Split (not whole home centrally ducted)	<input type="checkbox"/> Existing Single Family <input type="checkbox"/> Existing Manufactured <input type="checkbox"/> New Single Family <i>(in all states except WA)</i> <input type="checkbox"/> New Manufactured	<input type="checkbox"/> Electric Forced Air Furnace <input type="checkbox"/> Electric Zonal ¹
Multi Indoor Head DHPs Multiple Indoor Ducted Mini-Splits (not whole home centrally ducted) Combination DHP/Ducted Mini-Split	Existing Single Family <i>Note: Multi-head DHPs, multi ducted mini-splits and combination installs in New & Existing Manufactured Homes or New Single Family Homes (in all states except WA) may be eligible for single indoor head DHP or single ducted mini-split incentive (see above).</i>	Electric Forced Air Furnace Electric Zonal
<input type="checkbox"/> DHP Upgrade	<input type="checkbox"/> Existing Single Family <input type="checkbox"/> Existing Manufactured	<input type="checkbox"/> DHP

Household Information

Customer Name		Customer Electric Utility	
Installation Address		City	State Zip
Year Built:	Total Heated Area of the Home: Sq Ft	Customer Phone	
Mailing Address, if different:			

¹ Zonal heating includes electric, non-ducted: ceiling cable, wall, baseboard, plug-in and an electric boiler/water heater attached to a zoned hydronic floor heating system.

Installation Information

AHRI Certified Reference #:		HSPF Rating:	Installation Date:
Outdoor Unit Manufacturer:		Outdoor Unit Model(s) #:	
Associated Indoor Units	Indoor Unit Model Number(s)	Associated Indoor Units	Indoor Unit Model Number(s)
Indoor Unit 1:		Indoor Unit 3 (if installed):	
Indoor Unit 2 (if installed):		Indoor Unit 4 (if installed):	
Total Installed Cost (before rebates): \$ _____		Additional repair cost (if low income): \$ _____	

Installer Required Signature

By signing below, the installer certifies that this form and any accompanying documentation are complete and accurate, and that all measures as associated with this project were completed as of the signature date below. The signature certifies that the installer is licensed, bonded, insured, and has been trained by the manufacturer of the installed product and, if installing a single head Ductless Heat Pump, has received the contractor orientation available at https://goingductless.com/partners . This form must be signed by the installer.		
Installer Name	Installation Company	<input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner / Other
Installer Signature	Installer Phone #	Date

Privacy Act Statement

Basic authority for collecting this information is authorized by 16 U.S.C. § 832 et. seq., and 838 et. seq., pursuant to Bonneville Power Administration's Conservation Program system of records established in 46 FR 31700. This information is primarily intended to further, but is incidental to the performance of, BPA's overall Energy Efficiency Program, the objective of which is to acquire energy resources through energy efficiency, to determine what cost-effective conservation and direct application renewable resources measures should be installed or adopted under different circumstances, and to provide incentives for the installation of such measures. Other routine issues of this information include: aggregation into a public database on energy efficiency; furnished to authorized personnel for installation/repair of equipment; aggregated into a database for program publicity; and in some instances information regarding buildings will be made available to subsequent purchasers of the buildings. Your disclosure of the requested information is voluntary; however failure to provide requested information means that it will not be possible for you to participate in this BPA Energy Efficiency program.

Terms and Conditions

HOMEOWNER PARTICIPATION: DHP Services, the NW Ductless Heat Pump Project (Project) and participating utilities may suspend and / or end Applicant's participation at any time, at their sole discretion by notifying the Applicant in writing of the decision or in accordance with requirements.

SYSTEM ELIGIBILITY: To be eligible for incentive payment, ductless heat pumps installed must be: (i) a split system heat pump employing an inverter-driven, variable speed compressor, a variable speed outdoor fan, and a multi-speed or variable speed indoor blower, (ii) must meet a minimum HSPF rating of 9.00, or higher, for single zone systems, or 8.20 or higher, for multi-zone systems, and (iii) indoor units using any type of field-installed duct system are **NOT** eligible.

INSTALLER ELIGIBILITY: Installers must be licensed, bonded and insured, have successfully completed manufacturer sponsored training for equipment being installed, and have completed Project orientation, Installers must be eligible participants in the Project in order for utilities to pay incentives. **Ensure installer eligibility with your utility prior to selecting an installer.**

CONTRACTOR REMOVAL: Non-compliance with installation specifications and / or Quality Assurance Inspections may trigger a performance review of the installation contractor. This review will be conducted by the NW Ductless Heat Pump Project Quality Assurance team. The performance review may result in suspension or permanent removal from participation. Findings of the performance review will be communicated, in writing, to the installation contractor and participating utility along with the terms of suspension or removal.

VERIFICATION AND INSPECTION: Participating homes are subject to onsite inspections in order to verify that the system meets Manufacturer specifications, Project standards and that the home meets eligibility guidelines. Systems will be randomly chosen for onsite inspection, based on the number of completed installations by the installer. No warranty is implied by this inspection.

TAX LIABILITY: Neither the utility, BPA, nor the contractor is responsible for any tax liability, which may be imposed on the Participant as a result of payment of any incentives or as a result of obtaining financing.

ENDORSEMENT: The NW Ductless Heat Pump Project does not endorse any particular manufacturer, contractor or product in promoting ductless heat pumps. The fact that the names of particular manufacturers, contractors, or products may appear on Project materials does not constitute an endorsement. Manufacturers, contractors, or products not mentioned are not implied to be unsuitable or defective in any way.

SAFETY AND BUILDING CODES: The Participant agrees to pursue compliance with federal, state, and local building and environmental codes for the installation of this product. The contractor certifies products have been installed consistent with manufacturer instructions.

PROPERTY RIGHTS: The Participant must have proper authority to install the ductless heat pump system on the designated property or has obtained any necessary consent from the landlord.

ACCESS AND EVALUATION: The Project and its representatives may request access to the property on which the ductless heat pump system was installed to review and evaluate the system during and after Project completion. The Participant agrees to provide reasonable access to the property for the purposes described herein. In addition, the project may contact the participant for survey participation and project feedback.

Add reimbursement to my power bill

I would like to have a check mailed to me

Signature

Date

Account #

Office Use Only

Approved for payment _____ Date: _____

Rebate Amount

\$800.00 \$1,000.00 \$1,200.00 Other

Paid _____ Reported to BPA: _____