

Energy Efficient Equipment Rebates: Registration

efficiencyPEI offers energy efficiency incentives for existing homes under the Energy Efficient Equipment Rebates program. To qualify for rebates, upgrades must meet all eligibility criteria. Upgrades must be completed at the date of application. Rebates are issued to the homeowners, unless assigned directly to the contractor.

EnerGuide D-File number:	efficiencyPEI number:
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Applicant Information

Enrollment date:	
Name:	
Phone:	Email:
<input type="checkbox"/> I would like to receive email communications (tips, promotions, etc.) from efficiencyPEI . (You may withdraw your consent at any time.)	
<input type="checkbox"/> I/we have an annual household income of \$35,000.00 or less. (attach most recent GST notification)	

Home Information

Civic address:	Mailing address:
City/town:	Postal code:
Phone:	PID:

The dwelling owner has the right to **allow or deny** a particular individual or contractor access to their residence for the purpose of performing these upgrades. Neither **efficiencyPEI** nor the Government of PEI is responsible for the actions or work of this or any contractor.

Certifications by Property Owner/Authorized Agent

I attest that the above information is correct and that I understand the qualifying criteria required to be eligible for incentives in the Energy Efficient Equipment Rebates program, including minimum energy efficiency requirements.

Signature: _____

_____/_____/_____
DD / MM / YYYY

Freedom of Information and Protection of Privacy

Personal information on this form is collected under section 31(c) of the *Freedom of Information and Protection of Privacy Act* R.S.P.E.I. 1988, c. F-15.01, as it relates directly to and is necessary for the provision of programs and services operated by **efficiencyPEI**. This personal information may be shared with other public bodies under the FOI/PP Act sections 37 (1)(g) and 37(1)(g.1) when the disclosure is necessary for the delivery of common or integrated programs or services. If you have any questions about this collection of personal information, you may contact the Department of Transportation, Infrastructure and Energy, **efficiencyPEI**, 31 Gordon Drive, Charlottetown, PE C1A 7N8, (902) 620-3690.



1-877-734-6336 • efficiencyPEI



Energy Efficient Equipment Rebate Amounts:

Energy Efficient Equipment Rebates	Rebate (regular)	Rebate (low-income)	Minimum Requirements
Mini-split (Ductless) Air Source Heat Pump	\$1,200.00 <i>(\$600.00 for 2nd unit)</i>	\$2,400.00 <i>(\$1,200.00 for 2nd unit)</i>	ENERGY STAR Most Efficient 2018 (minimum EER 12.5, SEER 20.0, HSPF 10.0)
Central (Ducted or Air-to-Water) Air Source Heat Pump	\$2,500.00	\$4,500.00	ENERGY STAR Most Efficient 2018 (minimum EER 12.5, SEER 18.0, HSPF 9.6)
Ground Source (Geothermal) Heat Pump	\$4,000.00	\$7,500.00	ENERGY STAR Most Efficient 2018*
Oil Boiler	\$500.00	\$900.00	ENERGY STAR w/AFUE of 87.0% or higher
Oil Furnace	\$500.00	\$900.00	ENERGY STAR w/AFUE of 94.0% or higher
Propane Boiler	\$500.00	\$900.00	ENERGY STAR Most Efficient 2018 w/AFUE of 95.0% or higher
Propane Furnace	\$500.00	\$900.00	ENERGY STAR Most Efficient 2018 w/AFUE of 97.0% or higher
Summerside Electric Thermal Storage Furnace	\$1,500.00	\$2,750.00	Must be through City of Summerside Electric Utility "Heat for Less Now!" Program
Summerside Electric Thermal Storage Heater	\$750.00	\$1,400.00	Must be through City of Summerside Electric Utility "Heat for Less Now!" Program
Summerside Electric Thermal Storage Hot Water Heater	\$500.00	\$900.00	Must be through City of Summerside Electric Utility "Heat for Less Now!" Program
Solar Thermal Hot Water Heater	\$1,500.00	\$2,750.00	ENERGY STAR or CAN/CSA F379
Tankless Propane Hot Water Heater	\$500.00	\$900.00	ENERGY STAR w/Energy Factor of 0.90 or higher
Air Source Heat Pump (Hybrid) Hot Water Heater	\$1,000.00	\$1,800.00	ENERGY STAR w/Energy Factor of 2.0 or higher (< 55 gal.)
Indirect Hot Water Heater	\$500.00	\$900.00	
Heat/Energy Recovery Ventilator	\$1,000.00	\$1,800.00	ENERGY STAR
Boimass Stove	\$1,000.00	\$1,800.00	EPA approved
Biomass Boiler/Furnace	\$2,000.00	\$3,500.00	EPA approved

*Minimum Geothermal Heat Pump criteria

Closed Loop Water-to-Air GHP: 17.1 EER and 3.6 COP

Open Loop Water-to-Air: 21.1 EER and 4.1 COP

Closed Loop Water to Water GHP: 16.1 EER and 3.1 COP

Open Loop Water-to-Water: 20.1 and 3.5 COP

Low-income is defined as an annual household income of \$35,000.00 or less.

Terms and conditions:

I/we acknowledge and agree that:

- The property and dwelling that is the subject of this application under the **efficiencyPEI** Energy Efficient Equipment program is registered with the Taxation and Property Records Division of the PEI Department of Finance in my/our name, the dwelling has been occupied for at least 6 months and any upgrades that qualify for a rebate under this program have not been completed prior to the dwelling being 6 months occupied.
- I/we have not defaulted on a previous loan with the Government of PEI or a Crown Corporation.
- The eligibility of specific rebates under the **efficiencyPEI** Energy Efficient Equipment Rebates program shall be determined by **efficiencyPEI**.
- Site assessments may be required and I/we agree to allow reasonable access to my/our dwelling during normal business hours.
- If I/we are receiving any other Government of PEI funding for the implementation of upgrades subject to this application I/we will disclose this funding to **efficiencyPEI**. Funding received from all government sources will not exceed the total cost of upgrades.
- The rebate limit per dwelling under all **efficiencyPEI** programs is \$5,000.00. If the dwelling has received funding through other **efficiencyPEI** programs (loans or Grants) the rebate limit will be prorated to reflect this. Rebates limits for multi-unit residential buildings or low income clients may be higher.

I/we have been advised that:

- I am/we are required to inform the contractor who is completing energy upgrades on my/our dwelling that the contractor must declare to the Canada Revenue Agency all the funds paid to the contractor for the completion of the work on my/our dwelling.
- All work requiring the installation of ozone depleting substances (refrigerants) must be completed by an individual certified as a "registered handler" as specified in the Environmental Protection Act R.S.P.E.I. 1988, Cap. E-9 (Ozone Layer Protection Regulations.)
- All work requiring the connection of electrical components require a "Certificate of Compliance" completed by a licensed electrician as specified in the Electrical Inspection Act R.S.P.E.I. 1988, Cap. E-3 (Canadian Electrical Code Regulations.)
- Geothermal heat pumps must be installed by a Canadian Geo Exchange Coalition (CGC) Certified Installer.

Signature: _____

_____/_____/_____
DD / MM / YYYY

18TR15-48669



VENDOR REGISTRATION FORM

(see reverse for instructions)

VENDOR #	
VENDOR SITE	

Freedom of Information and Protection of Privacy

The personal information requested on this form is collected under the authority of section 31(c) of the *Freedom of Information and Protection of Privacy Act* R.S.P.E.I. 1988, Cap. F-15.01, and will be used for the purpose of administering payments to the individuals or suppliers that are identified on this form. This use includes the sharing of this information within the Government of Prince Edward Island and its agencies to update and ensure the accuracy of information for administering payments. Questions on the collection and use of this information can be directed to the Accounts Payable Supervisor at (902) 368-4067.

SECTION A: STANDARD VENDOR INFORMATION (ALL FIELDS ARE REQUIRED IN SECTION A)

VENDOR NAME:			
REGISTERED COMPANY OR BUSINESS NAME / FIRST NAME	MIDDLE NAME(S)	LAST NAME	EMPLOYEE NUMBER, OR DATE OF BIRTH, OR BUSINESS
		PREVIOUS LAST NAMES	

CURRENT MAILING ADDRESS:			
MAILING ADDRESS	CITY	PROVINCE/STATE	POSTAL CODE / ZIP CODE

PREVIOUS MAILING ADDRESS:			
MAILING ADDRESS	CITY	PROVINCE/STATE	POSTAL CODE / ZIP CODE

CONTACT INFORMATION:		
PHONE (INCLUDING AREA CODE)	EMAIL ADDRESS	CONTACT NAME (COMPANY/BUSINESS)

PAYMENT CURRENCY:	<input type="checkbox"/> CAD	<input type="checkbox"/> USD
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SECTION B: ELECTRONIC PAYMENT SERVICE

Please attach a void cheque, correspondence from Financial Institution or have Financial Institution complete section below

BRANCH NUMBER		BANK OFFICER'S SIGNATURE
INSTITUTION NUMBER		NAME (PRINT)
BANK ACCOUNT NUMBER		

SECTION C: CERTIFICATION		TITLE
<p>I, as the person named in this form in my own right, or as the representative of the company or business named in this form entitled to receive payments from the Government of Prince Edward Island, hereby authorize the Government of Prince Edward Island or its agencies to share the information collected on this form with each other for the purposes of making a payment that is due. If the payment method chosen is electronic payment then I, as the person named in this form in my own right, or as the representative of the company or business named in this form entitled to receive payments from the Government of Prince Edward Island, hereby authorize the Government of Prince Edward Island or its agencies to electronically deposit those payments into the noted bank account until further notice. If I am the representative of the company or business named in this form, I have the authority to bind the company or business.</p>		<p>FINANCIAL INSTITUTION STAMP HERE</p>
AUTHORIZED SIGNATURE	DATE	

SECTION D: DEPARTMENT USE ONLY

BUSINESS UNIT:	<input type="checkbox"/> FIS	<input type="checkbox"/> MEPS	<input type="checkbox"/> LMDA	<input type="checkbox"/> ISM	<input type="checkbox"/> ELSB	<input type="checkbox"/> FLSB
ADDRESS PURPOSE:	<input type="checkbox"/> PAYMENT	<input type="checkbox"/> SHIPPING	VENDOR TYPE:	<input type="checkbox"/> NON-EMPLOYEE	<input type="checkbox"/> EMPLOYEE	
REQUESTED BY	PHONE NUMBER	DATE				



VENDOR REGISTRATION FORM

VENDOR NO.

These instructions are provided to assist vendors in completing the Vendor Registration Form required for any receipt of payments from the Government of Prince Edward Island and its agencies using Government's financial accounting system.

For the purposes of this form, a vendor is the person or business that receives, or may receive, a payment from the Government of Prince Edward Island or its agencies. The information requested on this form is collected to facilitate the processing of these payments.

It is the responsibility of the vendor to notify the Government of Prince Edward Island or its agencies of any changes to the Vendor information by completing a new Vendor Registration Form.

Send your completed form to the mailing address, email address or fax number provided below. Completed forms will be processed within 3 business days. Failure to fully complete the form will result in delays.

Province of PEI	Tel: (902) 368-4010
Office of the Comptroller; Payment Processing	Fax: (902) 368-6661
2 nd Floor Shaw Building, 95 Rochford Street	Email: pymtproc@gov.pe.ca
PO Box 2000 Charlottetown, PE C1A 7N8	

Please follow the instructions below to ensure that the Vendor Request Form is properly completed.

Section A: Standard Vendor Information	
Vendor Name:	For an <u>individual</u> , please provide your full legal name including your middle name and all previous last names including married or maiden names. Middle and prior last names are used to potentially update Government's current vendor records. For a <u>business</u> , please provide your legal name and your operating name if different than your legal name.
Date of Birth, or Business or Employee Number:	If you are not an employee of the Government of Prince Edward Island or any of its agencies and you do not have a Business Number, then please provide your date of birth using the format DD-MON-YY. If you are an employee of the Government of Prince Edward Island or any of its agencies, you must provide your employee number. Businesses must provide the 15 digit identifier provided by CRA. If you do not have a business number, please indicate 'Not Applicable' in the box.
Current Mailing Address:	Please provide your complete mailing address.
Previous Mailing Address:	Please provide as many previous mailing addresses as possible. We use previous mailing address information to potentially update Government's current vendor records and to prevent duplication of your information.
Contact Information:	Please include as much contact information as possible. The Government of Prince Edward Island may need to contact you to confirm, verify or obtain additional information. Please provide an email address which will be used to send a list of invoices paid when a vendor is approved to receive payments electronically. If a valid email address is not provided, you will not receive a notification of an electronic payment. Also, to assure that future notifications from this electronic service are not accidentally filtered out of your email, please add pymtproc@gov.pe.ca to your address book or safe sender list.
Payment Currency:	Please choose payment by CAD (Canadian dollars) or USD (American dollars). If you choose to be paid by USD, your banking information must be provided. Most vendors are paid in Canadian dollars.
Section B: Electronic Payment Service	
The Government of Prince Edward Island has not made electronic payments mandatory but it is recommended that you use this cost effective service. Electronic payments are secure and reliable and there are daily payments made using this service. Please have your financial institution complete this section of the form. Alternately, you can leave this section blank and attach a void cheque or correspondence from your financial institution with your banking information. All payments made by Government of Prince Edward Island and its agencies will be deposited to the noted bank account. You may only have one active bank account for electronic payments unless a specific and prior written request is made to the Office of the Comptroller. If providing banking information, include your email address in the contact information. A list of invoices paid will be sent to this email address. If this is USD banking, please provide your routing number in lieu of the branch and institution number.	
Section C: Certification	
This section must be read and signed by the vendor.	
Section D: Department Use Only	
This section is for the internal use of the Government of Prince Edward Island or one of its agencies only. If you are a vendor completing this form, please leave this area blank.	
Business Unit:	Please indicate which business unit from which this form originates. <u>This would be done prior to sending the form to a vendor.</u>
Address Purpose:	Please indicate the reason of the address information that is provided on the form. It can be both. PAYMENT is the address where the payment is made or the Remit To Address. SHIPPING is the address where the goods or services are being purchased. For example, purchase orders may be directed to a warehouse location in one province but the payment is made to head office that is located in a different province.
Type of Vendor:	Please indicate if the vendor is a non-employee regular or an employee of Government or one of its agencies. Employees of Government are approved differently so this information is important.
Requested by/Phone Number/Date:	Please provide this information so that we may be able to contact you for additional information or clarification.