



RESIDENTIAL HOME HEATING PROGRAM (RHHP) LOAN APPLICATION FORM



Freedom of Information and Protection of Privacy

Personal information on this form is collected under section 32(1)(g) of the *Freedom of Information and Protection of Privacy Act* R.S.P.E.I. 1988, c. F-15-01, and will be used for assessing your application for credit under the Residential Home Heating Program. If you have any questions about this collection of personal information, you may contact Finance PEI, 94 Euston Street, 2nd Floor, Charlottetown, PE C1A 7M8, (902) 368-6200, financepei@gov.pe.ca.

1	APPLICANT INFORMATION	All registered owners of the property being upgraded must be an applicant or co-applicant:		
Applicant:	_____ (Surname)	_____ (First Name)	_____ (Second Name)	Marital Status: _____
	Date of Birth: _____ / _____ / _____ (dd/mmm/yyyy)		Social Insurance Number: _____ - _____	
Co-Applicant:	_____ (Surname)	_____ (First Name)	_____ (Second Name)	Marital Status: _____
	Date of Birth: _____ / _____ / _____ (dd/mmm/yyyy)		Social Insurance Number: _____ - _____	
Home Address:	_____ (Civic Address)	_____ (P.O. Box)	_____ (PID#)	
	_____ (City/Town)	_____ (Province)	_____ (Postal Code)	
Telephone:	_____ (Home)	_____ (Work)	_____ (Mobile)	
Email:				

2	PROJECT BUDGET AND FINANCING REQUESTED		
	Program	Describe Proposed Activity (as applicable)	Estimated Cost (including HST)
a)	Energy efficient equipment¹		\$
		(ie. Type of eligible energy efficient equipment to be purchased and installed)	
b)	Energy efficient equipment¹		\$
		(ie. Type of eligible energy efficient equipment to be purchased and installed)	
Total Project Budget & Loan Financing² Requested (a+b) =			\$
Note: ¹ Energy efficient equipment being purchased and installed must be eligible for the Residential Home Heating Program. Refer to program website for a listing of eligible equipment.			
² The maximum amount of loan financing available under this program is \$30,000.			

3	EMPLOYMENT & INCOME INFORMATION			
	Employer & Address	Occupation	How Long?	Annual Income
Applicant				\$
Co-Applicant				\$
Total Household Income				\$
Note: If confirmation of income is required, you will be notified.				

4	DECLARATION	
I /We declare that:		
	I am/we are the registered owner(s) of the residential property identified above for energy efficiency upgrade, as registered with the Taxation and Property Records Division of the Prince Edward Island Department of Finance; and,	
	That the property is my/our existing, principal year-round residence, and does not include a rental, recreational or commercial component.	

5	SUPPORTING DOCUMENT CHECKLIST	The following information will be required to support your application:
	A copy of a Birth Certificate, Driver’s License or Canadian Passport for each applicant.	
	A copy of the written quote(s) from your chosen Network of Excellence contractor(s).	

6	CERTIFICATION AND AUTHORIZATION	
<ol style="list-style-type: none"> 1) I/We declare the above information provided in this application to be complete and true. 2) I/We understand that the information provided in this application is being collected for the express purpose of obtaining financial assistance from Finance PEI under this program. This information will only be disclosed to those employees of Finance PEI who need the information to carry out the responsibilities of their job and to other organizations that may need to be contacted in order to process the application. 3) I/We hereby grant Finance PEI, or its agents, permission to carry out necessary inquiries for the purpose of determining my/our income, assets, liabilities and credit information from any sources to which it may apply, and each such source is hereby authorized to provide Finance PEI with such information. 4) I/We authorize Finance PEI to investigate any or all of the statements made herein, being fully aware that discovery of any false statements will cancel this application. I/We further agree that such action by Finance PEI will be without penalty or liability for damages. 5) I/We understand that this application does not constitute an agreement by Finance PEI or its representatives to provide Residential Home Heating Program loan financing assistance. 6) I/We acknowledge and agree to submit final invoices for work performed to Finance PEI for review, and that any deviation from the work described in my/our quotes from which the Finance PEI Project approval was based, and the work observed to have been completed during the post retrofit evaluation, may result in the reduction or revocation of loan proceeds. 7) I/We hereby direct that, if approved, loan proceeds be remitted directly to the Vendor/Contractor performing the upgrades, unless I/we can provide written evidence that the invoice has already been paid. 8) I/We further acknowledge the right of Finance PEI or its agent(s), at any time prior to the execution and delivery to me/us for assistance hereby applied for, to withdraw, revoke, or cancel, without penalty or liability for damages or otherwise, any acceptance or approval of this application made or given. 		
<p>_____ / / _____</p> <p>(Applicant’s Signature) (Co-Applicant’s Signature) (dd/mmm/yyyy)</p>		

6	SUBMIT COMPLETED & SIGNED APPLICATION TO	
	Residential Home Heating Program Finance PEI 94 Euston Street, 2nd Floor PO Box 1176 Charlottetown, PE C1A 7M8 Telephone: (902)368-6200; Fax: (902) 368-6255; Email: financepei@gov.pe.ca	