**How to Apply:**

1. **Sell** a qualifying new manufactured home between January 1, 2019 and December 31, 2019 sited in an eligible utility service territory and meet other eligibility requirements (see below).
2. **Complete** and sign application.
3. **Submit** completed application via mail, fax or email **within 60 days of purchase or date of certification.**

**Energy Trust of Oregon**

**Residential**

818 SW 3rd Ave, #215

Portland, OR 97204

1.866.516.7592 fax

[manufactured@energytrust.org](mailto:manufactured@energytrust.org)

**Need-to-know information:**

* An invoice showing proof of purchase is required for heat pumps and heat pump water heaters installed after the home is sited.
* **Each salesperson or retailer must submit a complete, accurate, and verifiable W-9 form before payment can be made.** Only one W-9needs to besubmitted per year, unless requested more frequently by Energy Trust.
* **Please allow 4-6 weeks for incentive processing.**

**Contact Us Weekdays 8am - 5pm**

**1.866.311.1822**

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| **Participant Information** Payee:  Retailer  Salesperson |

Retailer Name Retailer Phone

     

Retailer Address City State Zip

Salesperson Name Salesperson Phone

Payee Address (if different than Retailer Address) City State Zip

Email Address (For confirmation of receipt)

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| **Customer Information** |

Customer Name Customer Phone

Customer Site Address City State Zip

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| **Home Certification Incentives** (One certification incentive per home) | | | | | |
|  | **Certification type** | | **Incentive amount** | | |
|  | ENERGY STAR® | | **$300** | | |
|  | Eco-rated | | **$300** | | |
|  | NEEM 2.0 | | **$300** | | |
| Manufacturer: | | | Serial number: | | |
| Date of sale: | | Date of installation: | | Sale price: $ | |
| Was customer provided with a buyer’s incentive form (620c)? | | | | Yes | No |

|  |  |  |  |  |
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| **Central Heat Pump Incentive** | | | | |
|  | **Upgrade type** | | **Efficiency requirements** | **Incentive amount** |
|  | Central heat pump | | Must be home’s primary heat source. | **$700** |
| Date of installation: | | | | Sale price: $ |
| Manufacturer: | | Model: | | Serial number: |
| System HSPF: | | System EER: | | System SEER: |

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| --- | --- | --- | --- |
| **Water Heating Incentives** | | | |
|  | **Upgrade type** | **Efficiency requirements** | **Incentive amount** |
|  | Heat pump water heater | Any tank size will qualify. Must meet Northwest Energy Efficiency Alliance’s Advanced Water Heater Specification Tier 3. | **$300** |
| Date of installation: | | | Sale price: $ |
| Manufacturer: | | Model: | Serial number: |

**Terms and Conditions**

**APPLICATION**: This application must be filled out completely, truthfully and accurately. Retailers may wish to retain a copy of this application and any accompanying documentation submitted to Energy Trust under this program. Energy Trust will not be responsible for lost documentation pertaining to this application request. **Applications must be received within 60 days from the date of purchase or date of certification.** Incentive offers are subject to funding availability and may change. **Incentive amounts are valid for purchases through December 31, 2019. Please allow four to six weeks for incentive processing.**

**ELIGIBILITY**: Incentives are available for sales of new manufactured homes sited in the service territories of Portland General Electric, Pacific Power, NW Natural, Cascade Natural Gas and Avista and are payable to the retailer (or salesperson if designated as payee). All homes must meet Northwest Energy Efficient Manufactured Housing Program siting requirements to be eligible.

**PAYMENT**: The incentives will be paid following: (i) siting and completion of the new manufactured home, (ii) submission of this completed application with all required information supplied, (iii) verification of the siting information and eligibility through the Northwest Energy Efficient Manufactured Housing Program, and (iv) itemized documentation showing proof of upgrade to a ductless heat pump in a certified home (if applying for additional $700 central heat pump incentive). Note: Each salesperson or retailer needs to submit a completed W-9 form before any payment can be made pursuant to this application. Only one W-9 needs to be submitted per year, unless requested more frequently by Energy Trust.

**NO ENDORSEMENT**: Energy Trust does not endorse any particular manufacturer, contractor or product. The fact that the names of particular manufacturers, contractors, products or systems may appear on this application does not constitute an endorsement. Manufacturers, contractors, products or systems not mentioned are not implied to be unsuitable or defective in any way.

**INCENTIVE AMOUNT**: Incentives for the energy-saving measures completed are as set forth in program rules. Incentives are subject to availability and may change.

**TAX LIABILITY**: Energy Trust is not responsible for any tax liability, which may be imposed on a retailer as a result of payment of any incentives. Energy Trust is not providing tax advice, and any communication by Energy Trust is not intended or written to be used, and cannot be used, for the purpose of avoiding penalties under the Internal Revenue Code.

**ACCESS TO PROPERTY:** Energy Trust and/or its representatives may request access to the property and may review and evaluate the project during and after completion. Retailer agrees to assist Energy Trust by communicating with the homeowner for reasonable access to the property for the purposes described herein.

**DISCLAIMER / NO LIABILITY**: Retailer understands that, while Energy Trust is providing retailer with the incentives payment, Energy Trust is not supervising any work performed for home owner nor is Energy Trust responsible in any way for proper product installation, completion of that work or proper performance of any product purchased. No warranty is implied by Energy Trust funding or inspection prior to funding.   
Energy Trust is simply providing funding to assist retailer in implementing energy-efficiency measures. Energy Trust does not guarantee any particular energy-savings results by its approval of the application or by any other of its actions. Energy Trust will not be held responsible for any claims made by a retailer regarding the amount of the incentive and the eligibility of the purchase.

**Resources**

Find more information online:

[www.energytrust.org/manufacturedta](http://www.energytrust.org/manufacturedta)

Link to W-9

[www.energytrust.org/w9](http://www.energytrust.org/w9)

**Contact Us**

Email [manufactured@energytrust.org](mailto:manufactured@energytrust.org) or call 1.866.311.1822

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| --- | --- | --- |
| **Acceptance of Terms and Conditions** | | |
| *By signing below, I certify that all information on this form is true and correct to the best of my knowledge. I have read, understood and hereby agree to the terms and conditions herein.* | | |
| http://www.brittonproducts.com/cart/large/ST041.gif | Authorized Signature | Date |