# Residential Heating and Cooling Incentives, Contractor Install

## Residential | Incentive Application | Form 320C-HVAC

**Want your incentive faster?**  
Apply online.  
Visit [www.energytrust.org/now](http://www.energytrust.org/now)

**Steps to completion:**

1. **Make** an energy saving improvement in a qualifying residence.  
2. **Complete** application information, including:
   - Contractor and customer signatures  
   - Invoices billing the customer for purchase and installation marked “Paid in full”  
   - For Energy Trust trade allies submitting this as an instant incentive project:
     - Invoice billing the customer must show incentive deductions
3. **Submit** online form or mail, fax or email documentation together to:
   - Energy Trust of Oregon  
   - Residential  
   - 818 SW 3rd Ave, #215  
   - Portland, OR 97204  
   - 1.866.311.1822 phone  
   - 1.866.516.7592 fax  
   - residentialforms@energytrust.org
4. **Receive** your check. Please allow four to six weeks for incentive processing after completed application and supporting documentation are received.

**Need-to-know information:**

- This form should be completed by the Customer and Contractor.  
- Energy Trust must receive applications within 60 days from the date of installation.  
- All information must be completed for processing; incomplete information will result in delayed payment or disqualification.

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### Customer Information

<table>
<thead>
<tr>
<th>Promo Code (optional)</th>
</tr>
</thead>
</table>

This home is  
- [ ] Owner occupied  
- [ ] A rental property I own*  

*If the home is a rental property, and the owner or manager is receiving the incentive directly, a complete, accurate, and verifiable W-9 is required. Visit [www.energytrust.org/w9](http://www.energytrust.org/w9)

<table>
<thead>
<tr>
<th>Site address</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Mailing address (if different than site)</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
</table>

Primary phone  
- [ ] Home  
- [ ] Work  
- [ ] Cell  
- [ ] Other Phone

### Utility Information

<table>
<thead>
<tr>
<th>Electric utility:</th>
<th>PGE</th>
<th>Pacific Power</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gas utility:</td>
<td>NW Natural</td>
<td>Cascade Natural Gas</td>
<td>Avista</td>
</tr>
</tbody>
</table>

### Site Information

<table>
<thead>
<tr>
<th>Year built</th>
<th>Square feet</th>
<th>Number of levels</th>
</tr>
</thead>
</table>

- [ ] Electric furnace  
- [ ] Ductless heat pump  
- [ ] Wood  
- [ ] Gas furnace  
- [ ] Gas fireplace  
- [ ] Other

- [ ] Ducted heat pump

<table>
<thead>
<tr>
<th>Water heating fuel</th>
<th>Electricity</th>
<th>Natural gas</th>
<th>Propane</th>
</tr>
</thead>
</table>

- [ ] Garbage/basement combo  
- [ ] Crawlspace w/ vapor barrier  
- [ ] Crawlspace  
- [ ] Full basement  
- [ ] Slab on grade

<table>
<thead>
<tr>
<th>Foundation/basement</th>
<th>Home type (Oregon):</th>
<th>Home type (Washington):</th>
</tr>
</thead>
<tbody>
<tr>
<td>[ ] Garage/basement combo</td>
<td>[ ] Single-family</td>
<td>[ ] Single-family</td>
</tr>
<tr>
<td>[ ] Half basement</td>
<td>[ ] Manufactured</td>
<td>[ ] Manufactured</td>
</tr>
<tr>
<td>[ ] Full basement</td>
<td>[ ] Rowhouse</td>
<td>[ ] Rowhouse</td>
</tr>
<tr>
<td>[ ] Crawlspace</td>
<td>[ ] Duplex</td>
<td>[ ] Duplex</td>
</tr>
<tr>
<td>[ ] Slab on grade</td>
<td>[ ] Triplex</td>
<td>[ ] Triplex</td>
</tr>
<tr>
<td>[ ] Other</td>
<td>[ ] Fourplex</td>
<td>[ ] Fourplex</td>
</tr>
</tbody>
</table>

Are you an Energy Trust trade ally submitting this as an Instant Incentive project?  
- [ ] Yes, instant incentive amount listed on invoice: $  

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### Customer Name and Signature

By signing below, Customer agrees to the terms and conditions of this application and authorizes Contractor identified below to submit this application and all required invoices and documentation to Energy Trust on Customer’s behalf. By that authorization, Customer represents to Energy Trust that all measures have been completed satisfactorily by Contractor as of the signature date below and all accompanying documentation is complete and accurate. If Customer identifies as a landlord or property owner applying for a single-family rental property incentive, Customer affirms that they own and do not reside in the property. If identified as an Energy Trust instant incentive project, Customer understands and agrees that Energy Trust will issue incentive check for incentives that meet Energy Trust requirements to the Contractor and Customer is responsible for paying the remaining balance of the invoice.

<table>
<thead>
<tr>
<th>Customer signature</th>
<th>Full name (please print and use same name as on invoice)</th>
<th>Date</th>
</tr>
</thead>
</table>

Customer email address (application status updates are sent via email)

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### Contractor Name and Signature

By signing below, Contractor certifies that this application and all accompanying documentation is complete and accurate, and all improvements associated with this incentive request were completed as of the signature date below. Incentives are payable to Customers only unless part of an instant incentive project.  

*If identified as an instant incentive project, Contractor has shown instant incentive amount listed above as itemized discounts from Customer’s invoice and agrees to the terms and conditions set forth in Form 372IN: Participation Agreement – Instant Incentives. To receive incentives, all work must comply with the Residential Specifications Manual and all other Energy Trust program requirements.*

<table>
<thead>
<tr>
<th>Contractor signature</th>
<th>Full name (please print)</th>
<th>Date</th>
</tr>
</thead>
</table>

Contractor company  
OCCB# or Washington License # (Non-trade ally only)  
Install date

- [ ] Project meets Home Performance with ENERGY STAR requirements.  
- [ ] BPI technician (print name)

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Form 320C-HVAC v2023.2 230925 — Page 1 of 8 Measures and incentives subject to change. Do not use this form for work completed after December 31, 2023.
### Ductless Heat Pump Incentive

**One incentive per residence. Residence must be located in Oregon and primarily heated by PGE or Pacific Power. If the home has an additional non-electric heating source in the primary living space other than the installed ductless heat pump, see Ductless Heat Pump Incentives (additional heating source) incentive on page 3.**

<table>
<thead>
<tr>
<th>Upgrade type</th>
<th>Requirements</th>
<th>Incentive amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Ductless heat pump</td>
<td>Must have an HSPF2(^1) of 8.55 or greater as rated by the Air Conditioning, Heating &amp; Refrigeration Institution (<a href="https://AHRInet.org">AHRInet.org</a>) and replace electric resistance heat as the residence’s primary heating system. Primary indoor unit must be installed in the main living space (e.g., living room, great room). Main living space cannot have an additional non-electric heating source present. Mini-split systems with ducts are permitted if all other requirements are met.</td>
<td>$1,000</td>
</tr>
<tr>
<td>☐ Ductless heat pump in a single-family rental property</td>
<td>Must have an HSPF2(^1) of 8.55 or greater as rated by the Air Conditioning, Heating &amp; Refrigeration Institution (<a href="https://AHRInet.org">AHRInet.org</a>) and replace electric resistance heat as the residence’s primary heating system. Primary indoor unit must be installed in the main living space (e.g., living room, great room). Main living space cannot have an additional non-electric heating source present. Mini-split systems with ducts are permitted if all other requirements are met. <strong>Must be offered as an Energy Trust instant incentive by an approved trade ally to qualify.</strong></td>
<td>$1,800</td>
</tr>
</tbody>
</table>

Ductless heat pump incentives are available at an increased incentive amount for Oregon residents that qualify for Savings Within Reach. Contact your Energy Trust account manager for more information on how to offer increased incentives.

In what type of room was the primary indoor unit installed? (e.g., living room, great room):

- ☐ No
- ☐ Yes, electric baseboard heater(s)
- ☐ Yes, electric cadet heater(s)
- ☐ Yes, electric floor radiant heat

What type of heating system did this replace? (Systems displacing natural gas or any other non-electric fuel will **not** qualify for incentive.)

- ☐ Electric furnace
- ☐ Electric wall heat
- ☐ Electric baseboard
- ☐ Electric radiant heat
- ☐ Other:

Is there an alternate, non-electric heating source being used to heat the room? If so, what is it?

- ☐ Oil heater
- ☐ Wood stove
- ☐ Pellet stove
- ☐ Gas stove
- ☐ Gas fireplace
- ☐ No secondary heating system present
- ☐ Other:

Is an AHRI certificate attached to this application?

- ☐ Yes
- ☐ No — If no, provide heat pump outdoor unit information below.

<table>
<thead>
<tr>
<th>Installed Cost $:</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Qty of outdoor units:</th>
<th>Qty of indoor units:</th>
<th>Total capacity (BTUs):</th>
<th>HSPF2:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Outdoor unit*:</td>
<td>Manufacturer:</td>
<td>Model:</td>
<td>Serial #:</td>
</tr>
<tr>
<td>Indoor unit*:</td>
<td>Model:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

\(^1\) Energy Trust incentive is intended to offset the cost of one outdoor unit and one indoor unit; additional units are unlikely to produce significant additional energy savings. If more than one outdoor and/or indoor unit is installed, please provide information for the highest capacity unit.

\(^\circ\) Presence of an additional non-electric heating source that serves the same primary living space as the ductless heat pump can reduce the amount of electric energy savings and impact the project’s incentive amount.
### Ductless Heat Pump Incentive (with additional heating source)

**One incentive per residence. Residence must be located in Oregon and primarily heated by PGE or Pacific Power. Incentive below is intended for ductless heat pump installations where an additional non-electric heating source present is present in the home’s primary living space. If home does not have an additional non-electric source in the primary living space or the installed ductless heat pump is replacing an electric forced air furnace, see Ductless Heat Pump Incentives on page 2.**

<table>
<thead>
<tr>
<th>Upgrade type</th>
<th>Requirements</th>
<th>Incentive amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ductless heat pump</td>
<td>Must have an HSPF2 of 8.55 or greater as rated by the Air Conditioning, Heating &amp; Refrigeration Institution (AHRnet.org) and replace electric resistance heat as the residence’s primary heating system. Primary indoor unit must be installed in the main living space (e.g., living room, great room). Main living space allowed to have an additional non-electric heating source present. Mini-split systems with ducts are permitted if all other requirements are met.</td>
<td>$500</td>
</tr>
</tbody>
</table>

**In what type of room was the primary indoor unit installed? (e.g., living room, great room):**

**What type of heating system did this replace?**
(A ductless heat pump displacing natural gas or any other non-electric fuel as the home’s primary heating source will not qualify for incentive.)

- [ ] Electric radiant heat
- [ ] Electric wall heat
- [ ] Electric baseboard
- [ ] Electric furnace - please apply for a Ductless Heat Pump Incentive on page 2
- [ ] Other electric source:
- [ ] Wood stove/fireplace
- [ ] Pellet stove
- [ ] Oil heater
- [ ] Propane heater
- [ ] Gas stove/fireplace
- [ ] None or an electric heating source – please apply for Ductless Heat Pump Incentive on page 2

**What is the alternate, non-electric heating source being used to heat the room?**

- [ ] Wood stove/fireplace
- [ ] Pellet stove
- [ ] Oil heater
- [ ] Propane heater
- [ ] Gas stove/fireplace
- [ ] None or an electric heating source – please apply for Ductless Heat Pump Incentive on page 2

**Is an AHRI certificate attached to this application?**
- [ ] Yes
- [ ] No — If no, provide heat pump outdoor unit information below.

**Installed Cost $:**

<table>
<thead>
<tr>
<th>Qty of outdoor units:</th>
<th>Qty of indoor units:</th>
<th>Total capacity (BTUs):</th>
<th>HSPF2:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Outdoor unit*: Manufacturer:</td>
<td>Model:</td>
<td>Serial #:</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Indoor unit*: Model:</th>
</tr>
</thead>
</table>

* Energy Trust incentive is intended to offset the cost of one outdoor unit and one indoor unit; additional units are unlikely to produce significant additional energy savings. If more than one outdoor and/or indoor unit is installed, please provide information for the highest capacity unit.

** Presence of an additional non-electric heating source that serves the same primary living space as the ductless heat pump can reduce the amount of electric energy savings and impact the project’s incentive amount.

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1Applicable HSPF2, EER2 or SEER2 requirements apply to equipment manufactured after January 1, 2023. If the equipment installed was manufactured prior to January 1, 2023, verify eligibility at energytrust.org/eestandards.

Form 320C-HVAC v2023.2 230925 — Page 3 of 8 Measures and incentives subject to change. Do not use this form for work completed after December 31, 2023.
### Ducted Heat Pump Incentives
*Residence must be located in Oregon and primarily heated by PGE or Pacific Power.*

<table>
<thead>
<tr>
<th>Upgrade type</th>
<th>Requirements</th>
<th>Incentive amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ducted heat pump</td>
<td>HSPF2(^1) 7.50 or greater. Must be residence’s primary heat source and replace electric forced air furnace. Thermostat lockout must be set to 35°F or lower if electric furnace auxiliary heat present. Cannot be combined with other heat pump, heat pump controls or smart thermostat incentives.</td>
<td>$1,000</td>
</tr>
<tr>
<td>Ducted heat pump in a single-family rental property</td>
<td>HSPF2(^1) 7.50 or greater. Must be residence’s primary heat source and replace electric forced air furnace. Thermostat lockout must be set to 35°F or lower if electric furnace auxiliary heat present. Cannot be combined with other heat pump, heat pump controls or smart thermostat incentives. <strong>Must be offered as an Energy Trust instant incentive by an approved trade ally to qualify.</strong></td>
<td>$3,000</td>
</tr>
</tbody>
</table>

Ducted heat pump incentives are available at an increased incentive amount for Oregon residents that qualify for Savings Within Reach. Contact your Energy Trust account manager for more information on how to offer increased incentives.

**What type of heating system did this replace?**
- [ ] Electric furnace
- [x] Other:

**Is an AHRI certificate attached to this application?**
- [ ] Yes
- [ ] If no, provide information below:

#### Heat Pump

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>HSPF2:</td>
<td>EER2:</td>
<td>SEER2:</td>
</tr>
<tr>
<td>Manufacturer:</td>
<td>Model:</td>
<td>Serial #:</td>
</tr>
</tbody>
</table>

### Ducted Heat Pump Controls Incentives
*Residence must be located in Oregon and primarily heated by PGE or Pacific Power.*

<table>
<thead>
<tr>
<th>Upgrade type</th>
<th>Requirements</th>
<th>Incentive amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Heat pump controls</td>
<td>Must be added to a heat pump with electric furnace auxiliary heat. Heat pump must be home’s primary heat source. Visit <a href="http://www.energytrust.org/heatpumpcontrols">www.energytrust.org/heatpumpcontrols</a> for eligible models and more information. Thermostat lockout settings must be set to 35°F lockout. Cannot be combined with other heat pump, heat pump controls or smart thermostat incentives.</td>
<td>$250</td>
</tr>
</tbody>
</table>

**Thermostat**

<table>
<thead>
<tr>
<th></th>
<th>°F</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Manufacturer:</td>
<td>Model Name:</td>
<td>Model #:</td>
</tr>
</tbody>
</table>

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\(^1\) Applicable HSPF2, EER2 or SEER2 requirements apply to equipment manufactured after January 1, 2023. If the equipment installed was manufactured prior to January 1, 2023, verify eligibility at [energytrust.org/eestandards](http://energytrust.org/eestandards).
### Cooling Incentives

*One incentive per residence. Residence must be located in Oregon and serviced by PGE or Pacific Power.*

<table>
<thead>
<tr>
<th>Upgrade type</th>
<th>Requirements</th>
<th>Incentive amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Central Air Conditioner</td>
<td>Must be a qualifying central air conditioner serving most or all of the home. Residences primarily heated with a heat pump do not qualify. Nominal SEER(^2) rating of the outdoor unit as listed by the manufacturer must be between 14.25 – 15.19. System EER(^2) must be 11.40 or greater as rated by the Air Conditioning, Heating &amp; Refrigeration Institution (AHRInet.org). For a list of known qualifying units, please visit: <a href="http://www.energytrust.org/central-air-conditioners/">www.energytrust.org/central-air-conditioners/</a>.</td>
<td>$100</td>
</tr>
<tr>
<td>Central Air Conditioner</td>
<td>Must be a qualifying central air conditioner serving most or all of the home. Residences primarily heated with a heat pump do not qualify. Nominal SEER(^2) rating of the outdoor unit as listed by the manufacturer must be 15.20 or greater. System EER(^2) must be 11.40 or greater as rated by the Air Conditioning, Heating &amp; Refrigeration Institution (AHRInet.org). For a list of known qualifying units, please visit: <a href="http://www.energytrust.org/central-air-conditioners/">www.energytrust.org/central-air-conditioners/</a>.</td>
<td>$250</td>
</tr>
</tbody>
</table>

**Central Air Conditioner Installed**

Cost: $__________

New heating system installed cost (if applicable): $__________

Did this Central Air Conditioner replace an existing Central Air Conditioner?  
- [ ] Yes  
- [ ] No

Is an AHRI certificate attached to this application?  
- [ ] Yes - provide installed system’s AHRI certificate number:  
- [ ] No - (note: applications submitted without a matching AHRI certificate may result in delayed payment or disqualification)

### Cooling System Information

*Required for all submissions*

- Outdoor Unit Manufacturer: ________  
- Outdoor Unit Model Number: ________

- Indoor Unit Evaporator Coil Manufacturer: ________  
- Indoor Unit Evaporator Coil Model: ________

- Furnace/Blower Manufacturer (new or existing): ________  
- Furnace/Blower Model # (new or existing): ________

- Outdoor unit SEER\(^2\) per manufacturer: ________  
- System EER\(^2\): ________  
- System Capacity (Tons): ________

Energy Trust requires the system adheres to AHRI configurations. If certificate indicates Thermostatic Expansion Valve (TXV) and/or Time Delay Relay (TDR) as necessary to achieve certified efficiency rating, the system will be quality checked under these guidelines.

### Smart Thermostat Incentive

*For self-installed projects, apply online at [www.energytrust.org/now](http://www.energytrust.org/now) or use Form 320S. Oregon residences must be primarily heated by PGE; Pacific Power, NW Natural, Cascade Natural Gas or Avista. Washington residences must be primarily heated by NW Natural.*

<table>
<thead>
<tr>
<th>Upgrade type</th>
<th>Requirements</th>
<th>Incentive amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Smart thermostat</td>
<td>Residence must be primarily heated by an electric furnace, gas furnace, or ducted heat pump if located in Oregon. Residence must be primarily heated by a gas furnace if located in Washington. Thermostat must be connected to the internet through a Wi-Fi network and configured with the home’s location. Visit <a href="http://www.energytrust.org/thermostat">www.energytrust.org/thermostat</a> for eligible models. Cannot be combined with other Energy Trust controls incentives or smart thermostat offers.</td>
<td>$250</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Thermostat</th>
<th><img src="https://via.placeholder.com/150" alt="Image" /></th>
<th><img src="https://via.placeholder.com/150" alt="Image" /></th>
</tr>
</thead>
<tbody>
<tr>
<td>Manufacturer:</td>
<td><img src="https://via.placeholder.com/150" alt="Image" /></td>
<td><img src="https://via.placeholder.com/150" alt="Image" /></td>
</tr>
<tr>
<td>Model Name:</td>
<td><img src="https://via.placeholder.com/150" alt="Image" /></td>
<td><img src="https://via.placeholder.com/150" alt="Image" /></td>
</tr>
<tr>
<td>Installed Cost $:</td>
<td><img src="https://via.placeholder.com/150" alt="Image" /></td>
<td><img src="https://via.placeholder.com/150" alt="Image" /></td>
</tr>
<tr>
<td>Model #:</td>
<td><img src="https://via.placeholder.com/150" alt="Image" /></td>
<td><img src="https://via.placeholder.com/150" alt="Image" /></td>
</tr>
</tbody>
</table>

1. Applicable HSPF\(^2\), EER\(^2\) or SEER\(^2\) requirements apply to equipment manufactured after January 1, 2023. If the equipment installed was manufactured prior to January 1, 2023, verify eligibility at [energytrust.org/eestandards](http://energytrust.org/eestandards).
### Gas Fireplace Incentives

**Oregon residences must be serviced by NW Natural, Cascade Natural Gas or Avista.**

**Washington residences must be serviced by NW Natural. (Select one)**

<table>
<thead>
<tr>
<th>Upgrade type</th>
<th>Requirements</th>
<th>Incentive amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gas fireplace (FE 75%+)</td>
<td>FE of 75% or greater with electronic pilot ignition. For a list of eligible models visit <a href="http://www.energytrust.org/fireplace">www.energytrust.org/fireplace</a>. A CO monitor is required on every floor with a bedroom.</td>
<td>$250</td>
</tr>
<tr>
<td>Gas fireplace (FE 70% - 74.9%)</td>
<td>FE of 70% - 74.9% with electronic pilot ignition. For a list of eligible models visit <a href="http://www.energytrust.org/fireplace">www.energytrust.org/fireplace</a>. A CO monitor is required on every floor with a bedroom.</td>
<td>$150</td>
</tr>
</tbody>
</table>

### Gas Furnace Incentives

**Oregon residences must be primarily heated by NW Natural, Cascade Natural Gas or Avista. Washington residences must be primarily heated by NW Natural.**

<table>
<thead>
<tr>
<th>Upgrade type</th>
<th>Requirements</th>
<th>Incentive amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gas furnace installed in a single-family rental property</td>
<td>Oregon rentals only. Must be residence’s primary heat source with AFUE of 95% or greater. Not eligible for gas furnaces used as backup for high-efficiency heat pumps. Residence must be single-family or manufactured home. A CO monitor is required on every floor with a bedroom. <strong>Must be offered as an Energy Trust instant incentive by an approved trade ally to qualify. Cannot be combined with other gas furnace incentives.</strong></td>
<td>$1,600</td>
</tr>
<tr>
<td>Gas furnace installed in a rental property</td>
<td>Washington rentals only. Must be residence’s primary heat source with AFUE of 95% or greater. Not eligible for gas furnaces used as backup for high-efficiency heat pumps. Residence must be single-family, manufactured or a small multifamily home. A CO monitor is required on every floor with a bedroom. <strong>Must be offered as an Energy Trust instant incentive by an approved trade ally to qualify. Cannot be combined with other gas furnace incentives.</strong></td>
<td>$1,600</td>
</tr>
<tr>
<td>Gas furnace installed in an owner-occupied home</td>
<td>Washington residences only. Must be residence’s primary heat source with AFUE of 95% or greater. Not eligible for gas furnaces used as backup for high-efficiency heat pumps. Residence must be an owner-occupied single-family, manufactured, or a small multifamily home. A CO monitor is required on every floor with a bedroom.</td>
<td>$650</td>
</tr>
</tbody>
</table>

Gas furnace incentives are available at an increased incentive amount for Oregon residents that qualify for Savings Within Reach. Contact your Energy Trust account manager for more information on how to offer increased incentives.

**What type of heating system did this replace?:**

- Gas furnace
- Electric furnace
- Oil heater
- Wood
- Other:

**ECM?**

- Yes
- No

**AFUE:**

- %

**Installed Cost:**

- $

**Manufacturer:**

- Model:

- Serial #:
Terms and Conditions

APPLICATION: This application and any required additional documentation must be filled out completely, truthfully and accurately. Customers 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. 

Energy Trust must receive applications within 60 days after the date of installation. Incentives offered are subject to funding availability and may change. Incentive amounts are valid for installations done through December 31, 2023. Please allow 4-6 weeks for incentive processing.

ELIGIBILITY: Incentives are available to eligible Customers who are: (i) Oregon residential electric service customers of Portland General Electric or Pacific Power, (ii) Oregon residential natural gas service customers of NW Natural, Cascade Natural Gas or Avista, or (iii) Washington residential natural gas service customers of NW Natural. Incentives for energy-saving measures that help save on the cost of home heating are available to PGE and Pacific Power customers who heat their homes with electricity and to NW Natural, Cascade Natural Gas and Avista customers who heat their homes with natural gas. Final determination of eligibility shall rest solely with Energy Trust. All measures must be installed by an Energy Trust trade ally contractor or any other Oregon or Washington licensed contractor.

ELIGIBLE PRODUCTS: Products must meet Energy Trust energy efficiency specifications. These specifications may be found on the web at www.energytrust.org and are subject to change. If you or your contractor are not sure of the specifications, please call Energy Trust before proceeding.

WORK QUALITY VERIFICATION: Prior to any payment of incentives, Contractor will verify that the installed energy-saving measures meet Energy Trust of Oregon specifications (as defined by Building Performance Institute and the current Energy Trust Specification Manual). Outdoor temperatures may affect this verification process. Customer's home may also be selected for a quality control post-installation visit. No warranty is implied by this work quality verification.

PAYMENT: Incentives will be paid after: (i) completion and/or installation of the energy-saving measures, (ii) verification of the completion and/or installation of the measures, and (iii) timely submission of all required documentation of measures. Incentives will be paid directly to Customer unless submitted as an instant incentive project. Instant incentive projects will be paid to the contractor.

PROOF OF PURCHASE: The invoice documentation accompanying this application must itemize the products purchased and/or work performed. The invoice must show a description of any installation or other labor charges and that the invoice is paid in full.

INCENTIVE AMOUNT: Incentive amount cannot exceed total installed cost. Incentives for energy-saving measures completed and/or installed as set forth in documentation accompanying this application are limited to the amounts provided by Energy Trust. Such amounts are subject to change. Current incentive amounts are identified on the web at www.energytrust.org. Contact Energy Trust with any questions.

TAX LIABILITY: Energy Trust is not responsible for any tax liability, which may be imposed on the Customer as a result of payment of any incentives or as a result of obtaining financing. 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.

FACSIMILE/SCANNED: Facsimile transmission of any signed original document, and the retransmission of any signed facsimile transmission, are the same as delivery of the original signed document. Scanned original documents transmitted to Energy Trust as an attachment via electronic mail are the same as delivery of the original signed document. At the request of Energy Trust, Customer shall confirm documents with a facsimile transmitted signature or a scanned signature by providing the original document.

SAFETY AND BUILDING CODES: Customer represents that, with respect to the products and work performed identified in the documentation accompanying this application: (i) all products installed and work performed complies with all federal, state and local safety, building and environmental codes, and (ii) products are UL listed, if applicable, and installed per manufacturer’s instructions.

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.

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.

ACCESS AND EVALUATION: Energy Trust and/or its representatives may request access to the property on which energy-saving measures have been completed and/or installed and may review and evaluate the project during and after completion. Customer agrees to provide reasonable access to the property for the purposes described herein.

DISCLAIMER/NO LIABILITY: Customer understands that, although Energy Trust may provide Customer with an incentive payment, Energy Trust is not supervising work performed for Customer nor is Energy Trust responsible in any way for proper completion of that work or proper performance of any products purchased. Energy Trust is simply providing funding to assist Customer in implementing energy-saving measures. Customer assumes the risk of any loss or damage(s) that Customer may suffer in connection with installation of the measures. Energy Trust does not guarantee any particular energy-saving results by its approval of the application or by any other of its actions.

ENERGY INFORMATION RELEASE: Customer authorizes Energy Trust and the contractor signing this application to access utility energy usage data, including without limitation interval data, relating to the property on which energy-saving measures have been completed and/or installed. To do so, Energy Trust may access the electric and natural gas accounts and thermostat usage information at the physical address of the project, and the contractor may access thermostat usage information at the physical address of the project. Customer agrees to provide reasonable assistance to Energy Trust to obtain such information. Customer also authorizes the contractor signing this application to share information about the Customer’s thermostat system, including, without limitation, thermostat usage information, with Energy Trust.

INFORMATION RELEASE: Customer agrees that Energy Trust may include Customer’s name, Energy Trust services and resulting energy-savings in reports or other documentation submitted to Energy Trust, its Board of Directors, the Oregon Public Utility Commission, Oregon Department of Energy, Oregon Housing and Community Services, the Oregon Legislature, and/or other government agencies. Energy Trust will treat all other information gathered in evaluations as confidential and report it only in the aggregate.
Optional Customer Demographic Information (If completed, choose all that apply)

Why is Energy Trust asking for this information?
Energy Trust is asking customers to submit demographic information because it is our responsibility to ensure that all customers can directly benefit from our services. We believe demographic data collection is a simple yet powerful tool for pursuing equity and inclusion in our work and programs. Receiving the information below about our customers will give us a clearer picture of program participation rates within our Residential Programs. We will use that information to assess our offers and identify barriers to participation, enabling us to develop and improve offers to reduce or eliminate those barriers. Questions about household income and full-time residents can help identify if you and your household may be eligible for increased Energy Trust incentives.

Providing this information is optional, does not impact your participation in the program, and will be held confidential by Energy Trust.

Do you (or someone in your household) rent or own your home?
- Own
- Rent
- Live there but don’t pay rent
- Prefer to self-describe
- Prefer not to answer

Which of the following racial and ethnic backgrounds best describe you? (choose all that apply)
- Asian or Asian American
- Black or African American
- Hispanic or Latino/a/x
- Middle Eastern or North African
- Native American or Alaskan Indian
- Native Hawaiian or other Pacific Islander
- White
- Some other race:
- Prefer not to answer

What best describes your gender?
- Female
- Male
- Non-binary/third gender
- Prefer to self-describe
- Prefer not to answer

What is the primary language(s) used in your household? (select all that apply)
- Chinese
- English
- French
- German
- Hindi
- Japanese
- Korean
- Russian
- Spanish
- Tagalog
- Vietnamese
- Another language
- Prefer not to answer

How many full-time residents live in your home?*
- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 8+
- Prefer not to answer

Which of the following ranges describes your total household income for the previous year before taxes?*
- Less than $25,000
- $25,000 - $34,999
- $35,000 - $49,999
- $50,000 - $74,999
- $75,000 - $99,999
- $100,000 - $149,999
- $150,000 - $199,999
- $200,000 or more
- Don’t know
- Prefer not to answer

How long have you lived in your current home?
- Less than a year
- 1-2 years
- 3-5 years
- 6-10 years
- More than 10 years
- Don’t know
- Prefer not to answer

* Questions about household income and full-time residents can help identify if you and your household may be eligible for increased Energy Trust incentives.

Form 320C-HVAC v2023.2 230925 —Page 8 of 8 Measures and incentives subject to change. Do not use this form for work completed after December 31, 2023.