

# MANUFACTURED (MOBILE) HOME INITIATIVE Rebate Claim Form



Registered Vendor Requirements Checklist (all boxes must be checked)		
	1	Heat pump installed in accordance with Efficiency Maine's Heat Pump Installation Requirements Checklist
	2	Heat pump system was preapproved and is listed on the <a href="#">Qualified Products List</a> to ensure proper sizing of equipment
	3	Vendor agrees to complete the online registration of the heat pump on the manufacturer's website within 10 days of installation
	4	Vendor has confirmed that condensate drains directly to exposed earth (not onto concrete, wires, etc.)
	5	Vendor has turned the heat pump on to ensure the proper functioning of the heat pump before leaving the customer's home
	6	Vendor has provided homeowner with their contact information and agrees to answer all service calls within 24 hours
	7	Vendor understands that they must provide a 5-year labor warranty
	8	Vendor has attached an invoice that includes set prices by Efficiency Maine for heat pump, electric wiring, and warranty costs
	9	All work was performed in accordance with all applicable state and local laws, permit conditions, codes, and applicable industry standards, including wiring appropriate for damp conditions
	10	Vendor agrees to accept Manual J reports created by Efficiency Maine for every installation to ensure proper sizing of the heat pump units
	11	Vendor acknowledges and agrees to the additional federal program terms set forth below

Homeowner Requirements Checklist (all boxes must be checked)		
	1	Homeowner supplied with an owner's manual for the heat pump, manufacturer warranty, and labor warranty information
	2	Homeowner taught how to turn the heat pump on and off, clean the filter, switch between heating and cooling modes, change the temperature setpoint, maintain their condensate line to prevent blockages, and knows who to call for service
	3	Homeowner has been provided with an estimate of energy bill impacts. Homeowner understands that electricity bill will increase, but overall energy costs could decrease if heat pump is used optimally.
	4	Homeowner supplied with a copy of Efficiency Maine's Heat Pump User Tips
	5	Homeowner has been shown where condensate drains and that they should check the underbelly of their home periodically
	6	Homeowner is responsible for all costs associated with the ownership of the heat pump system once it is installed, excluding the costs covered by the manufacturer and the labor warranty offered by the installer
	7	Homeowner acknowledges and agrees to the additional federal program terms set forth below

## Federal Award Requirements and Homeowner Representations

The Manufactured (Mobile) Home Initiative is funded in part by federal funds from the Inflation Reduction Act (IRA) Home Electrification and Appliance Rebate ("HEAR") program and a competitive grant through the United States Department of Energy's Energy Improvements in Rural or Remote Areas (ERA) program. There are certain additional terms, conditions, and requirements that the program participants must observe as a condition to receiving these federal rebate funds. In addition to the other conditions contained in this Rebate Claim Form, the Homeowner and Vendor each acknowledge, affirm, and agree as follows:

1. Homeowner and Vendor understand that Efficiency Maine has developed a Consumer Protection Plan in connection with the Inflation Reduction Act (IRA) Home Electrification and Appliance Rebates (HEAR) Program and that a copy of the Consumer Protection Plan is available for review on the Efficiency Maine website ([www.efficiencymaine.com](http://www.efficiencymaine.com)).
2. Homeowner and Vendor understand that it is impermissible for installation contracts and agreements to contain a mandatory arbitration provision.
3. Homeowner and Vendor understand that if Vendor assigns Homeowner's contract to a third-party, Homeowner will still have the same claims and defenses that they would have against the Vendor of the goods and services obtained with the rebate funds.
4. Homeowner grants permission to Efficiency Maine and its authorized agents to access Homeowner's utility and energy usage information for program-related purposes and further grants permission for Efficiency Maine to share such information with the federal Department of Energy for program evaluation purposes.
5. Homeowner understands and agrees that the total combination of all project rebates, grants, incentives, and loans may not exceed the total project cost and that any excess rebate, grant, and incentive amounts must be reimbursed.
6. Homeowner understands that the rebates will be treated as a reduction in the purchase price or cost of property for eligible upgrades and projects, and the consumer that receives a rebate credit toward the project costs will not be required to report the value of the rebate as income.
7. Homeowner and Vendor each certify and attest to the validity and accuracy of all the information that each has provided in connection with this rebate request, including without limitation, all enrollment and eligibility information, household income, number of full-time occupants, and other information related to the project, the equipment installed, and costs incurred.
8. Homeowner and Vendor understand and acknowledge that if they have falsified any information or provided information that is materially inaccurate, including any income or eligibility information, they may be subject to legal action and exclusion from Efficiency Maine programs. If Efficiency Maine determines that any information provided is materially inaccurate, it will provide notice and an opportunity to cure the issue. If the issue is not promptly and effectively cured, Efficiency Maine may cancel the rebate reservation. If a rebate has already been issued and Efficiency Maine determines that false information was supplied, Homeowner and Vendor will be responsible to reimburse Efficiency Maine the entire amount of the program rebates paid to them.
9. Homeowner and Vendor acknowledge that all work is subject to on-site inspection and verification and agree to allow Efficiency Maine and its authorized agents access to property and records for such purposes.

Please submit by email: [mhi@efficiencymaine.com](mailto:mhi@efficiencymaine.com) OR Mail: PO Box 219, Brunswick, ME 04011-0219.

Please allow 4 weeks for rebate processing.

[efficiencymaine.com](http://efficiencymaine.com) • 866-376-2463

# MANUFACTURED (MOBILE) HOME INITIATIVE Rebate Claim Form



Installation Information									
Homeowner Name:									
Installation Address:	Address		Town		State	ME	Zip		
Park Name (if relevant):					Lot # (if relevant):				
Homeowner Email Address:									
Homeowner Phone Number:									
Mailing Address: (if different than Installation Address)	Address		Town		State		Zip		
Supplemental ER Installed (Y/N):				Supplemental ER kW:					
Homeowner Finance Option (choose one):	Efficiency Maine loan      No loan (payment sent to vendor)								
Fuel Tank Option (choose one):	Fuel tank has been capped and tagged to prevent future fuel deliveries      Fuel tank has been removed from premises								
Electric Permit Submitted (choose one):	Yes, attached below      Not applicable								
Total Project Cost:	\$ 14,900			Project Completion Date:					
Customer Rebate:	\$ 12,900			The Customer/Homeowner is the rebate funding recipient. The rebate payment will only be directed to the installer if the homeowner makes an express assignment of its rebate and directs Efficiency Maine to pay the rebate amount to the installer on the Customer/Homeowner's behalf. Homeowner assigns rebate to the Residential Registered Vendor (installer): Yes      No					
Contractor Bonus:	\$ 50								
	Manufacturer				Outdoor and Indoor Unit Model #				
Heat Pump Equipment:									
Registered Vendor Company (and branch if applicable):									
Name of Registered Technician:									
<b>SIGNATURES.</b> Please certify that all information on this Claim Form is correct and that you agree to the terms by signing below. <b>By submitting this claim, I agree to allow Efficiency Maine to verify installation and perform an inspection.</b> If building access is required for an inspection, I agree to work with Efficiency Maine to schedule a mutually convenient time. I understand that Efficiency Maine may contact me about my experience on this project and I consent to receive program-related email and/or phone communications from Efficiency Maine and its service providers.									
Registered Vendor Signature:					Date:				
Homeowner Signature:					Date:				

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