Residential rebate application instructions

Applying for your rebate is easy!

Review the checklist below, complete, print, sign the application, and submit.

Checklist for completing your application

- ❑ **Read** the terms and conditions to determine if you are eligible for a rebate.
- ❑ **Verify** the installed equipment or service meets the eligibility guidelines. All equipment and services require proof of purchase and may need additional documentation. See proof of purchase requirements and review the "Terms & Conditions" on Page 2 of this form to ensure all program criteria are met.
- ❑ **Purchase and install** qualifying equipment or service. The rebate application must be received within 60 days of installation. Work with your contractor to complete and submit the application.
- ❑ **Complete** all numbered steps in the application.
  Note: providing your e-mail address will expedite any issues with your application.
- ❑ **Print, sign and date** the application.
  Do not staple documentation or application.
- ❑ **Mail** your completed application and documentation.
  Note: only the pages with numbered steps (pages 3 and 4 of this document) need to be submitted.
- ❑ **Keep** a copy for your records.

Mail:

Minnesota Energy Resources
1902 Reston Metro Plaza
Reston, VA 20190

Need help?

Please call us at: 866-872-0052, option 1 Email:
minnesotaenergyresources@icf.com
Website: **cashrebatesnow.com**

MINNESOTA ENERGY RESOURCES®

Here's what you'll need to get started:

- **Minnesota Energy Resources natural gas account number for home**
- **Customer and contractor contact information**
- **Proof of purchase**
- **Additional equipment or service documentation**

Proof of purchase requirements:

Retailer/contractor dated receipt or invoice must be attached and reflect the product(s) and or service(s) listed on the application and must include:

- Retailer/contractor name, address and phone number
- Customer name
- Installation address
- Product(s) or service(s) details including:
  - Quantity
  - Manufacturer
  - Model number
  - Purchase price for each product or service
  - Installation costs (if applicable)
  - Installation or service date (if installed by contractor)
- Equipment replaced under a ServiceChoice service plan requires a copy of your Minnesota Energy Resources statement showing monthly fee for service plan.

STOP **We cannot process your application without proof of purchase that contains all information specified above.**

If information is missing, application will be returned.

Residential terms and conditions

General terms and conditions

This program offers financial incentives for the purchase and installation of new natural gas equipment. Applications will be processed on a first-come, first-served basis. To qualify for rebates, an applicant must meet the following eligibility requirements:

- Be a current residential Minnesota Energy Resources customer or property owner for the installation address associated with the account number provided. Furthermore, the equipment and/or measures installed and rebated must be installed at the property associated with this account number and must reduce use of natural gas energy.
- **For equipment rebates, all equipment must be new. Refurbished or homemade systems are not eligible. Equipment installed under manufacturer warranty replacement does not qualify for a rebate.**
- To avoid delay, a final, itemized receipt for all material and labor related to the equipment and installation must be attached to this rebate application. Estimates and proposals will not be accepted, unless attached to receipt reflecting the identical amount.
- Rebate cannot exceed cost of equipment or service and cannot be combined with other rebates or incentives funded by Minnesota Energy Resources for the same item. Equipment paid for by CAP agency does not qualify for rebate.
- All applications must be received within 60 days of installation.
- Minnesota Energy Resources is not responsible if the dealer does not provide accurate information about the amount of a rebate or equipment eligibility. It is the responsibility of the customer to ensure that the program requirements are met.
- Where applicable, energy efficiency ratings must comply with those listed in the Air-Conditioning, Heating and Refrigeration Institute (AHRI) Directory, ENERGY STAR, NFRC for windows and the Home Ventilation Institute (HVI) for space heating and water equipment. Ratings can be found by model number at www.ahridirectory.org, www.energystar.gov, www.nfrc.org or www.hvi.org. Submitting an AHRI, ENERGY STAR or HVI certificate with your application and invoice is highly recommended. These lists and directories for qualifying equipment are dynamic and change frequently.
- We reserve the right to request proof of payment. This can be either a credit card receipt or statement showing the charges paid to your contractor, or a copy of the front and back of a cashed check made out to your contractor and showing the payee name, date and amount.
- Rebate checks will be made payable to customer or property owner shown on receipt. This must match the customer or property owner of record. Installers or contractors are not eligible to receive their customer's rebates.
- Contractors performing work on their own properties must provide proof of purchase and payment.
- If you are building a home, you must obtain an invoice from your builder or heating dealer. Only one rebate per piece of equipment.
- Participants are eligible to receive only one rebate for each measure or service under Minnesota Energy Resources programs.
- If more than one measure was installed, receipt must itemize costs for each measure.
- This program is subject to regulatory rules and orders. Minnesota Energy Resources reserves the right to change any portion of this program or to end this program without notice. Funding is limited and can change or end at any time.
- All projects must comply with applicable federal, state and local laws and regulations, including building codes.

Misrepresentation

Making false statements on any Minnesota Energy Resources application is punishable by law. Any person who knowingly files an application containing materially false information or who purposely conceals information commits a fraudulent act that subjects such person to criminal and civil penalties. Minnesota Energy Resources shall have the right to recover payments made in reliance on fraudulent or misrepresented information. This section shall not limit other remedies that may be available for the filing of false or fraudulent applications.

Verification

Incomplete applications will be delayed. After approval, please allow four to six weeks for delivery of the rebate check. Minnesota Energy Resources reserves the right to inspect and verify any work before and/or after issuing rebates.

Tax information

Rebates may be subject to federal and/or state income tax reporting. Applicant is responsible for contacting a qualified tax advisor to determine tax liability. Minnesota Energy Resources is not responsible for any tax consequences of the Minnesota Energy Resources rebate program.

Disclaimer

Minnesota Energy Resources does not guarantee that installation of improvements for rebates will result in reduced energy usage or demand, or in cost savings. The Customer will hold harmless Minnesota Energy Resources and its officers, directors, shareholders, agents, employees, and representatives from all claims, liabilities, fines, interest, costs, expenses, and damages incurred by the Customer, for any damage, injury, death, loss or destruction of any kind to persons or property, to the extent the damage, injury, death, loss or destruction arises out of or is related to the conduct, negligence, willful misconduct, misrepresentation, breach of warranty or other breach of this application form on the part of Minnesota Energy Resources.

MINNESOTA ENERGY RESOURCES®

Residential existing homes rebate application

Minnesota Energy Resources is a natural gas utility serving 179 communities across Minnesota. You must be a customer with an active account to participate.

Mail to: Minnesota Energy Resources, 1902 Reston Metro Plaza, Reston, VA 20190

The Inflation Reduction Act (IRA) provides incentives and tax credits for making energy efficiency improvements. For additional information on The Inflation Reduction Act incentives and tax credits visit: https://www.energy.gov/save.

Please indicate if IRA incentives or tax credits will be utilized for the improvements being rebated? ☐ Yes ☐ No

(Your response to this question will not affect your rebate.)

STEP 1 Customer information

Minnesota Energy Resources account number located on your gas bill:

STOP Only continue if you are a Minnesota Energy Resources natural gas customer.

Customer name *(as it appears on bill)*

Installation address:

Street

City State ZIP code

Telephone number

email *(will be used for rebate program notifications)*

Rebate check payable to: _____

Name must appear on invoice or account.

Mailing address:
(if different from installation address)

Street

City State ZIP code

STEP 2 Household information

Housing type (required):

☐ Single-family dwelling ☐ Townhome/Condo ☐ Manufactured
☐ Duplex ☐ Triplex ☐ Four-plex
☐ Multi-family dwelling (5 units or more)

Is this a rental property? ☐ Yes ☐ No

Applicant is: ☐ Tenant ☐ Landlord ☐ Homeowner

Equipment purchased is for:

☐ Addition to home ☐ Replacing old unit in existing home

Year home was built: _____ Square footage: _____

How did you hear about this program? *(Check all that apply):*

☐ In-home audit ☐ Social media ☐ Web
☐ Another customer ☐ Bill insert ☐ Email
☐ Contractor/retailer ☐ Radio ☐ Other _____

STEP 3 Contractor/dealer information

☐ Check here if self-installed

Company name

Contact name

Company street address

City State ZIP code

Telephone number

email *(will be used for rebate program notifications)*

STEP 4 Customer agreement

By signing this application, I agree to the Terms and Conditions set forth on this application. I further acknowledge that I am authorized and hereby grant Minnesota Energy Resources express permission to release to company partners the data provided in this application and other related account information, such as consumption data, needed for the sole purpose of energy efficiency evaluation, reporting and program alerts. I understand and agree that when participating in a Minnesota Energy Resources Energy Efficiency Program, I am solely responsible for the selection of any contractor that will perform work. All contractual arrangements are solely between me and the contractor. I, the Customer, will hold harmless Minnesota Energy Resources and its officers, directors, shareholders, agents, employees and representatives from all claims, liabilities, fines, interest, cost, expenses, and damages incurred by me that arise out of my relationship with any contractor. If equipment is self-installed, I certify that equipment was installed at the address shown. I certify that all information I provided in the application is correct.

Customer signature: _____ Date: _____

Signature required to process rebate.

We cannot process your application without proof of purchase. See page 1 of application for invoice requirements. We are unable to accept applications that do not include all of the requested information. If information is missing, application will be returned.

Do not staple documentation or application.

Residential existing homes water heating rebate application

STEP 5 Equipment information

Please complete all information for the installed equipment for which you seek a rebate. Required information **must** be completed and submitted as part of application to be eligible for a rebate.

Please reference all rebate requirements prior to installation to ensure eligibility. Invoice must list the qualifying equipment and correspond to the equipment listed on the application.

Make a separate entry for each measure installed. If more space is needed, please photocopy this form and submit with the application.

Equipment	Minimum efficiency	Rebate per unit
Natural gas storage water heater 55 gallons or less	Medium usage bin and .64 UEF or greater	$125
	High usage bin and .68 UEF or greater	
Natural gas storage water heater	.82 UEF or greater	$250
Natural gas storage or tankless water heater	.87 UEF or greater	$300
Drain water heat recovery device		$150

UEF = Uniform Energy Factor

Other requirements

- Water heaters must be fueled by natural gas to be eligible for rebates.
- Indirect water heaters are not eligible for rebate.

EQUIPMENT INFORMATION

Natural gas water heaters

New water heater (select one): ☐ Storage ☐ Tankless

Water heater replacing (required): ☐ Storage ☐ Tankless

Manufacturer

Model number or SKU (must be on invoice)

Serial number

Rating: Uniform Energy Factor (UEF)

Usage bin

Drain water heat recovery device

My water heater is fueled by:

☐ Natural gas ☐ Electricity ☐ Other

Manufacturer

Model number or SKU (must be on invoice)

Serial number

STEP 6 Contractor certification agreement

I certify that the indicated installation was completed in compliance with the Terms and Conditions of the program at the address shown. I certify that all information I provided in the application is correct.

Contractor/dealer signature: _____ Date: _____

Free water conservation kit request form:

☐ Yes, please send me a FREE water conservation kit. I certify my water heater is fueled by natural gas.

Select one:

☐ Kit A: 2 low-flow showerheads, 1 kitchen faucet aerator, 2 bathroom faucet aerators, and pipe insulation

☐ Kit B: 1 low-flow showerhead, 1 kitchen faucet aerator, 2 bathroom faucet aerators, and pipe insulation

STOP Water heater must be fueled by natural gas in order to qualify. Maximum one kit per household every 10 years. Please allow 4-6 weeks for delivery.

Mail to: Minnesota Energy Resources, 1902 Reston Metro Plaza, Reston, VA 20190