

## 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. 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**  
1377 Motor Parkway, Suite 401  
Islandia, NY 11749

### Need help?

Please call us at: 866-872-0052, option 1  
Email: [merc@appliedenergygroup.com](mailto:merc@appliedenergygroup.com)  
Website: [cashrebatesnow.com](http://cashrebatesnow.com)

Your rebate check will be mailed approximately four to six weeks after we receive a completed, eligible application including all required documentation.



### 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 documentation

### Proof of purchase requirements:

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

- Retailer/contractor name, address and phone number
- Customer name
- Installation address
- Product details including:
  - Quantity
  - Manufacturer
  - Model number
  - Purchase price for each product or service
  - Installation costs (if applicable)
  - Installation date

**STOP** We cannot process your application without proof of purchase that contains all information specified above. If information is missing, application will be returned.

### 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.
- 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, and the Home Ventilation Institute (HVI) for space heating and water equipment. Ratings can be found by model number at [www.ahridirectory.org](http://www.ahridirectory.org), [www.energystar.gov](http://www.energystar.gov) or [www.hvi.org](http://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 understand they are not eligible to receive a rebate for this improvement earned under a different Minnesota Energy Resources program. Only one rebate per piece of equipment is permitted.
- 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.
- 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.





# Residential ENERGY STAR® high-performance windows application

## STEP 5 Improvement information

- Please complete all information for the installed measure 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.
- A paid invoice or purchase receipt that includes the measurement and type of each window installed, as well as the total cost and total number of all windows installed must be included with a completed application.
- **Proof of U-factor rating for each window must be included. See example below.**
- Packing slips, contracts, scopes of work and purchase orders **do not qualify** as an installation invoice or purchase receipt.

**ENERGY STAR® Certified in Highlighted Regions**

energystar.gov/windows

**World's Best Window Co.**  
Series "2000" Casement  
Vinyl Clad Wood Frame  
Double Glazing Argon Fill • Low E  
XYZ-X-1-00001-00001

**ENERGY PERFORMANCE RATINGS**

U-Factor (U.S. / I-P)	Solar Heat Gain Coefficient
<b>0.22</b>	<b>0.23</b>

**ADDITIONAL PERFORMANCE RATINGS**

Visible Transmittance	Air Leakage (U.S. / I-P)
<b>0.51</b>	<b>≤0.3</b>
Condensation Resistance	
<b>51</b>	<b>-</b>

Manufacturer stipulates that these ratings conform to applicable NFRC procedures for determining whole product performance. NFRC ratings are determined for a fixed set of environmental conditions and a specific product size. NFRC does not recommend any product and does not warrant the suitability of any product for any specific use. Consult manufacturer's literature for other product performance information. www.nfrc.org

Measure	Requirements Minimum Efficiency	Existing and New homes Rebate	Affordable Housing Rebate *
Window replacement	ENERGY STAR V 7 and minimum 6 sq. ft.	\$50	\$75
<b>U-Factor</b>	<b>SHGC</b>	<b>Qualification</b>	
≤0.22	≥0.17	ENERGY STAR Northern Climate Zone	
0.23	≥0.35	Equivalent Energy Rating	
0.24			
0.25	≥0.40		
0.26			

SHGC = Solar Heat Gain Coefficient

**\*To be eligible for Affordable housing rebates, the developer, non-profit, or property manager must demonstrate that the housing will be serving low-income residents. Please see Step 2: Household information.**

### Other requirements

- **Home must be heated with natural gas to qualify.**
- Self-installed window replacement work **does not** qualify.
- The window replacement must be ENERGY STAR certified with a minimum of 6 square feet.
- The U-factor must be 0.22 or less for windows or be rated equivalent to ENERGY STAR Northern Climate Zone.
- Proof of U-factor rating for each window must be included. All National Fenestration Rating Council (NFRC) stickers OR packing slips with U-factors and details for each window.
- U-factor measures how well a product can keep hot or cold air inside of a room. A lower U-factor means higher efficiency and greater potential for energy savings. For more information, visit <http://nfrc.org/energy-performance-label/>
- Windows must be installed within a conditioned living space at the time of installation. Garages, unconditioned basements, and similar areas are not eligible for window rebates.

**The section below must be completed by the contractor. All fields must be completed.**

Window manufacturer	U-Factor 0.22 or less	SHGC	Quantity	Window square footage	Installation date
			# of Windows @ \$50 each		
			# of Windows @ \$50 each		
			# of Windows @ \$50 each		
			# of Windows @ \$50 each		

## STEP 6 Contractor certification agreement

I certify that the indicated service 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.

\_\_\_\_\_  
Company name

\_\_\_\_\_  
Company address

\_\_\_\_\_  
Contractor name (please print)

\_\_\_\_\_  
Contractor signature (required)

\_\_\_\_\_  
Date: