

## Pellet Storage Bin Voucher Application

---

### VOUCHER PROCESS

1. Customer finds Participating Vendor via list at [www.erc-vt.org/pellet-storage](http://www.erc-vt.org/pellet-storage) (note that the customer may change Vendors at any time in the process)
2. Vendor applies on customer's behalf for pellet storage voucher.
3. Customer receives pellet storage voucher.
4. Customer orders installation of pellet storage bin from Vendor.
5. Vendor submits voucher, invoice, and photos of installed storage bin.
6. Vendor receives a reimbursement check from the CEDF.

### SECTION A: CUSTOMER INFORMATION

---

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Customer Business Name (If Applicable) \_\_\_\_\_

Contact Email \_\_\_\_\_ Phone Number \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Installation Physical Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

### SECTION B: INSTALLING COMPANY\* INFORMATION

---

\*The customer may change Vendors at any time in the process. Please contact RERC to update your Vendor preference.

Company Name \_\_\_\_\_

Contact First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Contact Email \_\_\_\_\_ Phone Number \_\_\_\_\_

### SECTION C: PELLET SYSTEM OWNERSHIP

---

The customer owns a:  EPA 2015 or 2020 pellet stove: Manufacturer \_\_\_\_\_ Model \_\_\_\_\_

Pellet boiler or furnace: Manufacturer \_\_\_\_\_ Model \_\_\_\_\_

Sap evaporator

Current or anticipated pellet usage: \_\_\_\_\_ tons/year

## SECTION D: STATE HISTORIC PRESERVATION COMPLIANCE FORM

---

- Please check which categories apply to the property OR**  N/A, building is less than 50 years old, not located in a historic district, and not listed in the State or National Register of Historic Places **Form is complete.**
- Building is more than fifty (50) years old
- Building is located in a historic district
- Building is listed in the State or National Register of Historic Places

- If any above categories above are checked, check all below that apply OR**  N/A, installation does not involve ground disturbance or equipment visible from public right of way. **Form is complete.**
- Installation involves ground disturbance  
(e.g. excavating for concrete footings)
- Installation involves installing equipment visible from a public right of way  
(e.g. pellet storage bin)

If a project at a historic property involves ground disturbance or equipment visible from a public right of way, this State Historic Preservation Compliance Form signed by State Historic Preservation Office must be submitted with a Voucher Application.

Project plans must be submitted to the Vermont Division for Historic Preservation (VDHP) for review **prior to submitting the voucher application**. Applicants are encouraged to contact VDHP early in the planning process to avoid any unnecessary project delays. **To start the review process, please complete this form and submit electronic versions of your project review materials to [ACCD.projectreview@vermont.gov](mailto:ACCD.projectreview@vermont.gov). Our preference is for the form and supporting documents to be sent as .pdf files.** Upon receipt of all necessary information, VDHP shall have 15 (fifteen) days to complete the review.

Installation Site/Address \_\_\_\_\_

Site/Property Owner Name \_\_\_\_\_

Vendor Name \_\_\_\_\_

Vendor Email \_\_\_\_\_ Phone \_\_\_\_\_

**Please email the following information, along with this form, to the email address at the bottom of the page:**

- Project Description
- Project Location Map and Site Map showing installation location. This can be as simple as a Google map annotated by hand.
- Project Plans (if available)
- Archaeological and/or historic building reports (if available)
- Photographs of the project area and the structures involved. Photographs can be annotated by hand to show the location and approximate scale of the installation.

*For Internal Use Only*

**Please email this form and supporting materials to [ACCD.projectreview@vermont.gov](mailto:ACCD.projectreview@vermont.gov)**

**If you have questions, contact: Elizabeth Peebles at 802-505-1147 or [Elizabeth.Peebles@vermont.gov](mailto:Elizabeth.Peebles@vermont.gov)**

## SECTION E: SIGNATURES/CERTIFICATIONS

---

### CUSTOMER CERTIFICATION

I certify that I intend to purchase a pellet storage bin, to be installed at the location indicated above. I certify that I meet the requirements listed in the latest *Pellet Storage Voucher Terms, Conditions and Requirements* (available at [www.nerc-vt.org/pellet-storage](http://www.nerc-vt.org/pellet-storage)). I understand that any deliberate attempt to misrepresent information in this application will disqualify me from all claims to incentives offered through Vermont's Small Scale Renewable Energy Incentive Program. I understand that the incentive will be **paid directly to the Participating Vendor, only after** the Participating Vendor has submitted the voucher final documentation and received final approval, including any necessary site visits. I also understand that the benefit of the incentive is mine and must be transferred from the Participating Vendor to me in a manner that is agreeable to both parties.

\_\_\_\_\_  
CUSTOMER'S SIGNATURE

\_\_\_\_\_  
DATE

### PARTICIPATING VENDOR CERTIFICATION

I certify that my company is a currently approved Participating Vendor and is working with the customer referenced above to install a pellet storage bin at the location indicated above; this includes designing the pellet storage bin to be installed, being substantially involved with the customer, and employing a qualified installer (either employed by my company or under direct contract) to provide an on-site review of the installation and be on-site to complete the final inspection. The system will be installed in accordance with the Vermont Fire and Building Safety Codes. I understand that any deliberate attempt to misrepresent information in this application will disqualify my company from participation in the program and all claims to incentives offered through Vermont's Small-Scale Renewable Energy Incentive Program. I further certify that (**initial**):

\_\_\_\_\_ Installation has not begun on the project described in this application.

\_\_\_\_\_ I have read, understand, and will abide by all program requirements listed in the current *Pellet Storage Voucher Terms, Conditions and Requirements* (available at [www.nerc-vt.org/pellet-storage](http://www.nerc-vt.org/pellet-storage))

\_\_\_\_\_  
COMPANY REPRESENTATIVE SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
COMPANY REPRESENTATIVE NAME (PRINT)

### MAIL OR EMAIL VOUCHER APPLICATION TO:

#### MAIL:

Phoebe Howe  
128 Lakeside Avenue, Suite 401  
Burlington, VT 05401

EMAIL: [info@nerc-vt.org](mailto:info@nerc-vt.org)

QUESTIONS? Phoebe Howe: 802-540-7855 or [info@nerc-vt.org](mailto:info@nerc-vt.org)