



VERMONT

CLEAN ENERGY DEVELOPMENT FUND
AIR QUALITY AND CLIMATE DIVISION



Small Scale Renewable Energy Incentive Program (SSREIP)
Wood Stove Change-Out
Final Project Documentation and Incentive Request Form

SECTION A: INCENTIVE & STOVE INSTALLATION INFORMATION

Incentive Reservation Number _____

Customer Name _____

Retailer Company Name _____

Installation Company (if not Retailer Company) _____

Lead Installer¹ _____

Date of Installation _____

New Stove Manufacturer _____ Model Number _____

I have given the Vermont Clean Energy Development Fund permission to use photographs of my installation in promotional and/or reporting materials.

- YES (NOT REQUIRED)
- NO

SECTION B: SUPPORTING DOCUMENTATION CHECKLIST

All items **must** be included. The installation and documentation must meet all of the program requirements outlined in the *SSREIP Terms, Conditions, and Requirements*.

- Copy of Final Customer Invoice, clearly indicating the incentive as a line item deduction from the total cost, and including itemizations indicated in the Wood Stove Change-Out Participation Agreement.
- Photographs of the old, currently and historically uncertified wood stove, installed and in use (prior to replacement), as well as photographs of the new, certified wood stove as installed.

¹ Must be either an employee of the Retailer Company or under direct contract by said company, and provide on-site review of the installation.

RERC USE ONLY:

Date Received:

Res. Number:

Date Approved:

SECTION C: STOVE & INSTALLATION COST BREAKDOWN

Requested Incentive Amount² \$

Wood or Pellet Stove Cost \$

Installation Cost \$

Other Associated Costs (i.e. delivery charge) \$

Total Cost \$

SECTION D: CERTIFICATIONS

CUSTOMER CERTIFICATION

I, the undersigned, certify that:

- a. I have purchased the wood or pellet stove described in *Section A: Incentive & Stove Installation Information* and it has been installed at the location listed on the incentive reservation form and is operational.
- b. I am aware that the incentive payment will be made by check directly to the stove retailer company listed in *Section A: Incentive Reservation Information*.
- c. I am aware that the rebate benefit is mine and has been deducted from the total system cost.
- d. I have been provided with a copy of a user's manual for this system and I am familiar with recommendations for the system's safe operation and maintenance.
- e. I have received and reviewed warranty information.
- f. My old wood stove was removed from my premises and destroyed.
- g. I am aware that the incentive program will be conducting randomly selected site visits. If requested, I am willing to schedule and allow a site visit of the system for program verification.
- h. To the best of my knowledge, my old wood stove, replaced with funding from this program, was not and has never previously been EPA-certified.

I understand that any deliberate attempt to misrepresent information in this form will disqualify me from participation and all claims to rebates offered through Vermont's Small Scale Renewable Energy Incentive Program.

CUSTOMER SIGNATURE

DATE

² Must not exceed total cost.

SECTION D: CERTIFICATIONS (CONT.)

STOVE RETAILER CERTIFICATION

I certify that my company has worked with the customer referenced above to install the wood or pellet stove described above. The new wood or pellet stove is now fully installed, has been inspected and is operational. It has been installed in accordance with the program's eligibility requirements and the Vermont Fire and Building Safety Codes. The customer was provided with information on the warranty, safe operation, and maintenance of their stove, **including a copy of a user's manual for this stove.**

I understand that the incentive payment will be made by check from the State directly to my company. I understand that the benefit of the rebate is the customer's and it has been or will be applied to the total system cost in a manner agreeable to both parties.

I understand that any deliberate attempt to misrepresent information in this application will disqualify me from participation in the program and all claims to rebates offered through Vermont's Small Scale Renewable Energy Incentive Program.

I, the undersigned, certify that:

- a. The old wood stove was not EPA-certified.
- b. The old wood stove appeared to be in use.
- c. The old wood stove has been released to a participating recycling facility, with its doors removed, and the recycling facility certifies below that the stove will be destroyed.

COMPANY REPRESENTATIVE SIGNATURE

DATE

COMPANY REPRESENTATIVE NAME (PRINT)

CERTIFICATION OF DESTRUCTION/RECYCLING OF OLD STOVE

NAME OF RECYCLING FACILITY

SIGNATURE OF RECYCLING FACILITY

DATE

MAIL, EMAIL, OR FAX SIGNED AND COMPLETED FORM TO:

VERMONT SMALL SCALE RENEWABLE ENERGY INCENTIVE PROGRAM

Attn: Final Incentive Request

128 Lakeside Avenue, Suite 401 Burlington, VT 05401

Email: info@reirc-vt.org

Fax to ATTN: RERC (802) 658-1643