



Office Use
 Only
 Pre-Approval:
 Rebate:
 Month/Year:
 Sq Ft:

Residential Manufactured Home Insulation Rebate Application

Complete application and sign/date. All information is required to process rebate(s).
Incomplete forms will be returned to the applicant. This will delay rebate processing.

MEMBER INFORMATION				
Account No. (required)		Date		
Applicant Name	Are you the account holder?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Relationship to DEC Member (if not account holder)	<input type="checkbox"/> Family Member <input type="checkbox"/> Landlord <input type="checkbox"/> Tenant <input type="checkbox"/> Other (please specify) _____			
Installation Address	Phone			
City	State	Zip		
Mailing Address (if different)	Contact Email			
City	State	Zip		
HOME INFORMATION				
Electric Heat Source:	<input type="checkbox"/> Baseboard	<input type="checkbox"/> Ceiling Cable	<input type="checkbox"/> Forced Air Electric	
	<input type="checkbox"/> Heat Pump	<input type="checkbox"/> Wall Unit	<input type="checkbox"/> Other _____	
Residence must have permanently installed electric heat system capable of heating entire dwelling to qualify.				
Residence Type:	<input type="checkbox"/> Single Section		<input type="checkbox"/> Multi-Section	
Rebate(s) apply to upgrades on existing homes only. New construction does not qualify.				

INSULATION REBATE PROGRAM GUIDELINES

- All requests for rebate funds must be pre-approved. If the work is not completed within three (3) months of approval, member must reapply for rebate(s). There is no guarantee that funds will be available after the three-month approval or that the incentive amount will remain the same. Rebate(s) are available on a first come, first served basis and are subject to availability of funds.
- Before Installation: audit and prior approval are required. Call 1-888-883-9879 to schedule.
- All energy efficient upgrades must be installed according to Douglas Electric Cooperative specifications.
- After Installation: final inspection is required. Call 1-888-883-9879 to schedule.

MANUFACTURED HOME INSULATION REBATES			
Type	Existing Insulation	Final Insulation	Rebate
Attic	Less than R-11	Minimum R-19	\$0.30 per sq ft
Floor	Less than R-11	Minimum R-11	\$0.25 per sq ft

Rebate(s) will not exceed 70% of the installed job cost. Rebate(s) for self-installed energy efficient upgrades will not exceed 70% of the cost of materials.

ENERGY EFFICIENT UPGRADES

- Attic Insulation:** Existing R-Value _____ Final R-Value _____ Area (sq ft) _____
- Floor Insulation:** Existing R-Value _____ Final R-Value _____ Area (sq ft) _____
- Self Installed Contractor Installed

Upon signing this agreement, member acknowledges the following:

Rebate offer(s) may be changed or discontinued at any time by Douglas Electric Cooperative (DEC). DEC disclaims any warranty, whether expressed or implied, regarding the energy efficient upgrade(s) listed on this application for any materials or labor associated with installation, maintenance, repair, or any energy savings associated with use.

I understand that the energy efficient upgrade(s) must be installed to DEC specifications, and certify that I, or my contractor, have reviewed the specifications prior to beginning work. When selecting a contractor, I understand that it is the homeowner's responsibility to request proof of insurance and licensing that meets the statutes and rules of the Oregon Construction Contractors Board. DEC strongly recommends validating qualifications before work begins.

I understand the above and certify that I am a member of DEC, that the energy efficient upgrade(s) are installed at the address indicated and that this address is within DEC service territory.

SIGNATURE _____ **DATE** _____

REBATE APPLICATION DOCUMENTS

Rebate(s) will be paid when DEC has received the following required documents:

- Contractor installed: copies of **contractor final invoice(s)** showing R-value of existing insulation, R-value of final insulation and square footage of added insulation
- Self-installed: copies of **purchase receipt(s)**
- Completed **Residential Manufactured Home Insulation Rebate Application** form

A DEC energy efficiency representative will collect required documents at the time of final inspection or you may submit them to:


Douglas Electric Cooperative
Attn: Energy Efficiency Rebates
5605 NE Elam Young Parkway
Hillsboro, OR 97124
FAX: 1-503-344-6942
rebates@esgroupllc.com

Participation in this energy efficiency program allows Douglas Electric Cooperative to use your electrical energy consumption history for energy savings research. Your consumption history may be shared anonymously with Bonneville Power Administration for energy savings verification and research.

Allow 8–10 weeks after final inspection for rebate processing.

Call 1-888-883-9879 to learn about additional energy efficiency programs.



A Touchstone Energy® Cooperative 
1981 N.E. Stephens St., P.O. Box 1327, Roseburg, OR 97470
541-673-6616 www.douglaselectric.com

RESIDENTIAL INSULATION REBATE PROGRAM

Steps to Participation

1. PRE-INSTALLATION PROCEDURE

- Before Insulation Installation:** Contractor must note on the insulation estimate the beginning R-value of the insulation before insulation is installed. Contractor or member must submit the insulation estimate to Douglas Electric Cooperative prior to insulation installation.

Manufactured Home Insulation Rebate May Include: Attic Floor

- After the submission of the insulation estimate, you will receive a follow-up letter to confirm that rebate funds have been reserved for your project for three (3) months. Projects not completed within the three-month time period must reapply for rebate funds.

2. INSULATION UPGRADE

- After the pre-approval process, you can begin to upgrade the insulation in your home or hire a contractor to do the work.

3. POST-INSTALLATION INSPECTION

- Call 1-888-883-9879 to request a no-cost final inspection of your newly upgraded insulation. Inspections are scheduled for the beginning and the middle of each month. You will be contacted 2–3 days prior to the inspection with your scheduled date and time. You do not need to be home during the inspection provided there is outside access to all insulation upgrade areas, including crawl space(s) and attic. Please unlock gates and restrain pets before your scheduled inspection.

4. REQUEST YOUR REBATE

ALL DOCUMENTS ARE REQUIRED TO PROCESS YOUR REBATE(S)! At the time of the final inspection, the utility representative will collect the following required rebate documents:

- Contractor final invoice(s), or your receipt(s) if self-installed, showing existing and beginning and final R-value and total square footage of upgraded insulation
- Completed Residential Insulation Rebate Application

Documents can also be mailed to the address on the rebate application, faxed to 1-503-344-6942, or emailed to rebates@esgroupllc.com.

5. RECEIVE YOUR REBATE

You can expect to receive your rebate 8–10 weeks after the final inspection and receipt of all required documentation.

**All work must meet Bonneville Power Administration (BPA) and
Douglas Electric Cooperative program installation requirements.
For additional questions, call 1-888-883-9879**