

Wahkiakum PUD is helping its existing non-residential customers reduce their monthly electric bills and make their workplace more comfortable through our Ductless Heat Pump Rebate Program. Ductless Heat Pumps (DHP, also commonly referred to as mini-splits) save energy using variable-speed compressors to continuously match the heating and cooling load and avoid the on/off cycling of conventional heating systems.



PROGRAM GUIDELINES

Customer eligibility:

- **Pre-approval is required for all utility rebate programs prior to installation** and expires sixty (60) days after approval – projects that require longer than sixty days to complete must obtain approval from Wahkiakum PUD.
- Must be a current non-residential electric customer of Wahkiakum PUD.
- Customer must participate in onsite inspection(s) and documentation as required by utility to verify eligibility and installation of materials and/or equipment.
- Funds for this program are limited. This program is offered on a first-come, first-served basis and is effective until funding is expended or the program ends. Wahkiakum PUD reserves the right to deny an application, modify or discontinue this program without prior notice at the PUD's sole discretion and reserves the right to determine eligibility and the right to verify equipment and materials installed. Incomplete projects may not qualify for rebates.

Pre-condition characteristics of conditioned space:

- Must be used primarily for non-residential purposes.
- **DHP Retrofit:** this replaces permanently installed zonal or forced-air electric-resistance heating as the primary heat source. No other heating sources are eligible. A failed heat pump system operating electric resistance back-up heat is not considered electric-resistance for meeting pre-condition requirements.
- **DHP Upgrade:** No pre-conditions exist. This may be used for any major renovation project where the post-condition requirements are met, including major renovation, to replace existing heat pumps or to replace equipment using a fuel source other than electric.
- These measures cannot be used to retrofit packaged terminal air conditioning (PTAC) units.
- Must have a minimum of one year of active, electric services (new construction is not eligible).

Post-condition, qualifying contractor and equipment selection:

- Installation contractor must be licensed to work in Washington State (self-install does not qualify for rebate); visit [WA State Department of Labor & Industries](http://www.wa.gov/industry) or contact Wahkiakum PUD to confirm contractor eligibility.
- **DHP Retrofit:** must have an AHRI certificate of product rating.
- **DHP Upgrade:** must have an AHRI certificate of product rating documenting the outdoor condenser meets BPA's efficiency requirements per the table below (applies to both single and multi-head systems):

INDOOR UNIT TYPE	MINIMUM EFFICIENCY REQUIREMENT
Non-Ducted	10.4 HSPF2 or 11.0 HSPF
Ducted or Mixed	9.4 HSPF2 or 10.0 HSPF

- Customer is responsible for checking with and fulfilling any state, county, city government and/or homeowner's association codes, ordinances, local conditions, restrictions, rules and regulations and obtaining any required building permits when installing measures.

REBATE RATES

Rebate amount cannot exceed the total cost of the project. The DHP Upgrade measure can be claimed for a project that also claims the DHP Retrofit measure, as long as all applicable pre- and post-conditions are met.

- Ductless Heat Pump – **Retrofit** \$1,000 per ton*
- Ductless Heat Pump – **Upgrade** \$300 per ton*

*Project reporting is based on whole tons of outdoor cooling capacity (to determine tonnage, divide installed BTU capacity by 12,000). Calculate at a project level using one of the following methods (the two methods are provided to accommodate different types of equipment configurations and capacities):

1. Sum outdoor unit cooling capacity from all VRF systems installed, then round to the nearest whole ton; or
2. Round the outdoor cooling capacity of each individual VRF system to the nearest whole ton, then sum all rounded tons.

DOCUMENTATION CHECKLIST

Prior to Installation

To receive pre-approval submit the following documentation to Wahkiakum PUD before installation of equipment:

1. Wahkiakum PUD Non-Residential Ductless Heat Pump Rebate Pre-qualification Request Form
2. AHRI Certificate of Product Ratings

After Installation

The following documentation must be provided to Wahkiakum PUD within 14 days of installation:

1. Equipment/contractor invoice showing:
 - a. physical address of installation
 - b. order or purchase date
 - c. measure requirements have been met (i.e. manufacturer, model number, type and quantity of equipment or product installed/used)
 - d. size
 - e. quantity of equipment installed
 - f. actual cost
2. Verification installation has cleared all required building and/or electrical permits

**To learn more, contact Wahkiakum PUD at
360-795-3266 or 360-465-2171 or visit www.wahkiakumpud.org**



Non-Residential Ductless Heat Pump Rebate Pre-Qualification Request Form

PRE-QUALIFICATION REQUEST: Pre-approval is required and expires sixty (60) days after approval.

Name of business		Estimated install date	
Physical address		PUD account number	
Rebate mailing address			
Property owner		Phone	
Business owner		Phone	
Year building built		Square footage of heated space	
Primary use of space: describe the nature of your business (i.e. what services or goods do you provide, grow or manufacture in this space)			

INSTALLATION INFORMATION & NEW EQUIPMENT

Installation company		Estimated cost	
Company phone		Contractor license number	
Current heat source	Space 1	Space 2	Space 3
	☐ Zonal or Forced-Air Electric-Resistance (retrofit)	☐ Zonal or Forced-Air Electric-Resistance (retrofit)	☐ Zonal or Forced-Air Electric-Resistance (retrofit)
	☐ Heat Pump (upgrade)	☐ Heat Pump (upgrade)	☐ Heat Pump (upgrade)
	☐ Other: _____	☐ Other: _____	☐ Other: _____
AHRI reference number			
Manufacturer			
Outdoor model #			
Outdoor cooling (tons)			
Unit 1 indoor model #			
Unit 2 indoor model #			
Unit 3 indoor model #			

SIGNATURE and DISCLAIMER

Applicant is responsible for adhering to Program Guidelines. Wahkiakum PUD hereby disclaims any and all implied warranties (including but not limited to implied warranties of merchantability or fitness for a particular purpose) and shall not be responsible for any representation or promise with respect to the equipment, materials or labor required for the installation of energy efficiency measures on the premises, or the cost of such equipment, materials and labor. By signing this form, I understand that Wahkiakum PUD will make the final determination of any incentive that I may receive. Programs are subject to change without notice.

Property owner signature:

Date:

 SIGN
HERE

Optional Release: By owner signing below I release my utility rebate to be paid directly to the installation company.

 SIGN
HERE

To obtain pre-approval, submit Form to Wahkiakum PUD:

By Fax: 360-795-8441 or Email: cs@wahkiakumpud.org

By Mail: PO Box 248, Cathlamet WA 98612

In Person: 45 River Street, Cathlamet WA 98612

Questions? Contact Wahkiakum PUD:

Phone: (360) 795-3266 or (360) 465-2171

Online: www.wahkiakumpud.org