



# TUNE-UP VERIFICATION & REBATE APPLICATION

## Quick facts about rebate processing:

- This rebate will be mailed to the rebate recipient. Please allow 6-8 weeks for processing.
- Final determination of rebate eligibility will be governed by the terms and conditions of the Roseville HVAC Rebate Program.

UTILITY ACCOUNT NUMBER		CONTRACTOR SIGNATURE REQUIRED. REBATE IS FOR \$50		
ACCOUNT HOLDER		REBATE RECIPIENT		
Name		Name		
Email Address		Email Address		
Installation Address		Mailing Address		
Roseville, CA	Zip	City	State	Zip
Telephone		Telephone		

### PROGRAM REQUIREMENTS:

- This program has a limited budget. Applications will be accepted on a first come, first served basis, until funds are depleted.
- Applications must be postmarked no later than 90 days from tune-up date.
- **HVAC Tune-Up program is a seasonal program valid only April 1st through October 1st.**
- One HVAC Tune-Up rebate per HVAC system every 12 months.
- **HVAC Tune-Up is only for single-family residential dwellings receiving electricity from Roseville Electric Utility.**
- Recommend ACCA Standard 4 endorsed set of inspection tasks for HVAC maintenance.

### TERMS & CONDITIONS:

- By applying for this rebate you acknowledge that the rebate influenced your decision to install the energy efficient measure at your residence.
- Customers may be eligible for additional rebates if there is a change in residence.
- Rebates may not exceed the cost of the energy efficient equipment.
- Roseville Electric Utility disclaims any and all liability, loss or damage that may arise as a result of the applicant's or contractor's participation in this program.
- Roseville Electric Utility is not responsible for items lost or delayed in the mail, nor any remittance delayed due to

incorrect rebate applications.

- Roseville Electric Utility is not responsible for any taxes that may be imposed as a result of your receipt of any financial rebates from Roseville Electric Utility.
- Roseville Electric Utility reserves the right to verify both the efficiency and installation of equipment.
- Roseville Electric Utility may share my name, address, electricity usage or other needed information with a consultant for the purpose of on-site pre and post inspection.

### HOW TO APPLY:

#### APPLY ONLINE:

- [roseville.ca.us/rebates](http://roseville.ca.us/rebates)
- Must submit Tune Up Verification and Rebate application
- Paid in full invoice

#### SUBMIT DOCUMENTATION TO ROSEVILLE ELECTRIC

- **Mail:**  
2090 Hilltop Circle,  
Roseville, CA 95747
- **Email:**  
[rosevilleelectric@roseville.ca.us](mailto:rosevilleelectric@roseville.ca.us)

Customer Signature

Date

### ----- TO BE COMPLETED BY CONTRACTOR -----

#### TUNE UP REQUIREMENTS

Please include your paid-in full invoice with application	Conduct a refrigerant charge diagnosis and recharge system to OEM specifications	Replace air filters (electrostatic filters may be cleaned)
Verify adequate air flow	Check and clean evaporator and condenser coils (if feasible and accessible)	Provide report of tune-up results and remedial actions taken
System size (Tons) required	I certify the information provided with this application is true and all items on checklist have been completed	
Contractor Name/Business	Contractor Signature	