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# HomeEnergySaver Program

## PRE-INSTALLATION FORM CHECKLIST

### FOR PARTICIPANTS

The Pre-Installation Form **will not** automatically save any information entered until the form has been submitted to the HomeEnergySaver team. For a smooth application process, please have the following details and documentation ready before you begin.

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#### **PARTICIPANT DETAILS**

Your contact information:

- First and last name
- Phone number
- Email address

The address of the home where the heat pump will be installed:

- Street address
- If applicable, the unit or suite number
- City
- Postal code

If different from above, your mailing address:

- Street address
- If applicable, the unit or suite number
- City
- Postal code

## EQUIPMENT DETAILS

The home's existing heating and, if applicable, cooling system:

- Existing primary heating system type
  - Electric baseboard, electric boiler, or electric furnace
- Existing primary cooling system type
  - Electric central AC, electric room/window AC, electric heat pump or, if not applicable, none

The heat pump that will be installed — please work with your contractor to collect these details:

- Equipment type
  - Mini-split heat pump, multi-split heat pump (2 heads), multi-split heat pump (3-4 heads), centrally ducted heat pump or ground source heat pump
  - You can find the list of eligible equipment below:
    - [NRCan Eligible Product Lists for Air Source Heat Pumps and Cold Climate Heat Pumps](#)
    - [NRCan Eligible Product Lists for Ground Source Heat Pumps](#)
- The heat pump's AHRI reference number
  - The form will automatically fill in information about the heat pump and calculate the eligible rebate amount based on the AHRI number entered.
  - If you do not have the AHRI number, please have the following details ready. These details will allow the form to look up the AHRI number and calculate the eligible rebate amount:
    - The manufacturer's name
    - The model number
    - The heat pump type
- A completed copy of the [Heat Pump Sizing Tool](#)
  - Please ask your contractor to complete this document.

If installing a smart thermostat alongside the heat pump, please ensure that the smart thermostat:

- Will be connected to Wi-Fi
- Can control the installed heat pump

## **PROJECT COSTS AND WORK ORDER**

Project costs:

- Project material cost
- Project labour costs
- The total rebate amount
  - Project costs that are covered by or will be covered by funding or grants provided by a Governmental Authority, whether administered by the IESO, a local electricity or gas distributor or any other party, or rebates from manufacturers, wholesalers or other supply chain participants.

Additional documentation:

- A copy of the contractor quote/estimate/work order

## **NEED HELP?**

If you have questions about the HomeEnergySaver program or how to apply, please reach out to our Contact Centre team by calling 1-888-795-3352 or emailing [info@hesprogram.ca](mailto:info@hesprogram.ca).