

# Heating & Cooling Duct Improvement Rebate Application



## Instructions

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To submit a complete **Duct Improvement Rebate Application**, please complete the following steps:

- Include a detailed installation **invoice** from your **licensed** mechanical contractor.
  
- Ensure your contractor has completed the **Data from Duct Sealing and/or Insulation**, listed at the bottom of the application. **NOTE:** Dominion Energy South Carolina requires duct leakage testing before (pre) and after (post) duct sealing improvements are made. Duct leakage values must be tested using a duct blaster.
  
- Complete **ALL** sections of the application and include your **SIGNATURE and the DATE** at the bottom of the page.
  
- Submit your application within 90 days from the service/installation date, provided on your invoice, via email or USPS mail.**

**Email:** EnergyTeam@SC.DominionEnergyAccount.com

**Mail:** Dominion Energy South Carolina  
220 Operation Way  
Mail Code: DSM OSC-2A  
Cayce, SC 29033-3701

# Heating & Cooling Duct Improvement Rebate Application



for South Carolina Residential Electric Customers

## Applicant Information

Rebate will be paid to account holder by default. If the owner of the property is to be paid but is not the account holder, please include an IRS Form W9, available here: [irs.gov/pub/irs-pdf/fw9.pdf](https://irs.gov/pub/irs-pdf/fw9.pdf).

ELECTRIC ACCOUNT HOLDER: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

SERVICED ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_ EMAIL: \_\_\_\_\_

ELECTRIC ACCOUNT NUMBER: [ ] - [ ] - [ ] - [ ] - [ ] - [ ] - [ ] - [ ] - [ ] - [ ]

HOMEOWNER'S NAME: (If different than Account Holder) \_\_\_\_\_

HOME TYPE: (Check One)  SINGLE FAMILY  APARTMENT  CONDO  MOBILE HOME HOME SIZE: \_\_\_\_\_ SQ. FT. YEAR BUILT: \_\_\_\_\_

## HVAC Contractor Information

COMPANY NAME: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

TECHNICIAN NAME: \_\_\_\_\_ MECHANICAL LICENSE NUMBER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

TECHNICIAN SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

Duct Improvement Service	Rebate	Quantity Serviced	Service Date	Customer Requirements
<input type="checkbox"/> Duct Sealing	\$300			<ul style="list-style-type: none"> <li>Verify contractor has completed both contractor sections.</li> <li>Verify application is completed in full.</li> <li>Submit application and detailed installation invoice within 90 days.</li> <li>Read Terms and Conditions and sign application.</li> </ul>
<input type="checkbox"/> Duct Insulation <input type="checkbox"/> Duct Insulation (from complete replacement)	\$300			

## This section to be completed by the Heating and Cooling Contractor

Data from Duct Sealing and/or Duct Insulation (Improvements must be made to all accessible duct work)	
EQUIPMENT TYPE: <input type="checkbox"/> AIR CONDITIONER <input type="checkbox"/> HEAT PUMP	EQUIPMENT SIZE: _____ TONS
<input type="checkbox"/> <b>DUCT SEALING:</b> (Leakage testing must be performed using a duct blaster) (Must be at least 50% or 150 CFM reduction in leakage) MEASURED DUCT LEAKAGE (CFM PRE) _____ MEASURED DUCT LEAKAGE (CFM POST) _____	
<input type="checkbox"/> <b>DUCT INSULATION:</b> (from complete duct replacement) <input type="checkbox"/> <b>DUCT INSULATION:</b> (must be upgraded to at least R8) EXISTING LEVEL _____ UPGRADED LEVEL _____ LOCATION _____	

## Acceptance of Terms

By submitting this rebate application, the Applicant certifies that he or she is the Dominion Energy South Carolina, Inc. account holder or owner of the home/address at which the Duct Sealing or Duct Insulation was performed, that he or she has purchased or leased the services described on this rebate application, and that it has been performed at the indicated address. The applicant acknowledges that Dominion Energy South Carolina, Inc. may verify the information provided. By submitting this rebate application, the applicant also acknowledges that he or she has read and accepts the Terms and Conditions of this program. A copy of the detailed contractor invoice must accompany this form. The Applicant agrees to conduct this transaction by written or electronic means, including but not limited to the acknowledgement above of having read and agreeing to the Terms and Conditions of this rebate program.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

PLEASE READ THE INFORMATION ON THE REVERSE SIDE BEFORE COMPLETING THIS REBATE APPLICATION.

# Heating & Cooling Duct Improvement Rebate Application



## Terms and Conditions

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### Applicant Eligibility

1. Applicants must be the account holder OR owner where the duct improvement was performed for an active Dominion Energy South Carolina residential electric account. Applicants who are not the account holder, but do own the property where the service was performed, may apply by including an IRS form W9, which can be found at [www.irs.gov/pub/irs-pdf/fw9.pdf](http://www.irs.gov/pub/irs-pdf/fw9.pdf).
2. All services must be performed prior to the submission of the rebate application. Only services performed in accordance with the program's technical protocol can qualify and must be provided by a licensed heating and cooling contractor.
3. Ensure your contractor has completed the **Data from Duct Sealing and/or Insulation**, listed at the bottom of the application. **NOTE:** Dominion Energy South Carolina requires duct leakage testing before (pre) and after (post) duct sealing improvements are made. Duct leakage values must be tested using a duct blaster.
4. Improvements must be made to all accessible ductwork on existing duct systems.
5. This is a one-time rebate, and only one Duct Sealing or one Duct Insulation rebate is available for the life of each central air conditioner and heat pump system. Multiple rebates for single systems are not permitted.
6. Applicants must submit a completed Heating and Cooling Duct Improvement Rebate Application and a copy of the detailed contractor invoice **within 90 days** of completion. Applications missing any of these submissions are subject to delay or denial.

### Other Conditions

1. Dominion Energy South Carolina's Heating & Cooling Rebate Program has been approved by the Public Service Commission of South Carolina and may be subject to change or modification, without prior notice, at any time.
2. Rebate payments will be in the form of checks and made out to the account holder (customer), unless an IRS Form W9 is submitted, as stated in #1 under Applicant Eligibility.
3. Dominion Energy South Carolina reserves and the Applicant grants Dominion Energy South Carolina the right to inspect the duct improvement(s). Should it be determined that the qualifying duct improvement(s) were not performed, contrary to the information contained in the application, the rebate must be repaid to Dominion Energy South Carolina.
4. Dominion Energy South Carolina reserves the right to amend or discontinue this program without notice.
5. Rebates will be processed approximately four to six weeks after receipt of a completed Rebate Application and detailed contractor invoice. Incomplete applications are subject to delay or denial.
6. Dominion Energy South Carolina does not warrant the performance of the services or that the services will result in reduced usage or demand or lower energy costs.

**Send your completed Heating & Cooling Duct Improvement Rebate Application and detailed contractor invoice to:**

**Email:** [EnergyTeam@SC.DominionEnergyAccount.com](mailto:EnergyTeam@SC.DominionEnergyAccount.com)

**Mail:** Dominion Energy South Carolina  
220 Operation Way  
Mail Code: DSM OSC-2A  
Cayce, SC 29033-3701

If you have any questions, please call **1-877-510-7234** or visit [DominionEnergy.com/HVACRebatesSC](http://DominionEnergy.com/HVACRebatesSC).