

Rebate Application

ACT Energy Wise is an ACT Government funded program that conducts energy audits of homes in the ACT to assist homeowners to identify energy saving measures. In addition, the program provides a rebate of \$530 to homeowners who spend \$2,000 or more on energy saving measures as identified in the **Energy Saving Report**, within six (6) months of the audit being conducted.

What to do

- Complete this application form, please answer all questions,
- Complete and attach the “**List of Priority Improvements**” pages 2,3 which is located in your report, only include page 2,3 unless you are claiming receipts from the “Additional recommendations” then include all pages,
- Check that the “Total Expenditure” box equals or exceeds \$2,000- please follow terms and conditions
- Attach all original receipts (or copies of receipts with a statutory declaration) for eligible purchases; receipts **must** include the date and description of items purchased. (The receipt will not be returned.)

Mail the rebate application form to:

ACT ENERGY WISE, SUSTAINABILITY PROGRAMS, DECCEW, GPO BOX 158, Canberra, ACT, 2601.

Conditions apply, please read carefully the ‘Terms and Conditions’ on this form.

Rebate Information

Enter the details of the energy efficiency items you have purchased and installed below.

Item Description * & Receipt number/s	\$Cost (incl. installation)	Business where purchased &/or which did installation
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1		
2		
3		
4		

* Give exact description of what you have done, e.g. on which windows have you installed curtains and pelmets

Office Use Only

Date rebate application received

Letter sent:

Approved Y / N

Application processed:

Notes: _____



Evidence

What is the total dollar amount of your receipts?

How many purchase receipts have you attached?

Date when the improvement installation was completed / ... /

Did you pay \$30 for the energy audit? Yes No

Information about the Applicant

Are you? (please tick one)

The owner tenant business claiming on behalf of the householder

Tenant: If you are a tenant, you will need to include written approval from the landlord. Have you attached

written approval to apply for the rebate? YES NO

Checklist for Business Applicants:

If you are a business, which has supplied and/or installed the energy improvement(s), have you deducted

the \$530 rebate from the charge for the work? YES NO

a) include the householder's **written approval** to claim this rebate on his/her behalf with a copy of the \$30 receipt for the energy audit.

b) attach a copy of the receipt itemising the cost of the energy improvements material/appliance, installation cost and the \$530 discount for the ACT Energy Wise rebate.

c) the date of purchase, installation date and name of the homeowner and address all must be identified on the receipt.

Applicant Details

Surname First name

Business Name and ABN (where Relevant).....

Address.....

..... Suburb..... Postcode.....

Daytime Phone:..... Email.....

Owner's name and address of house where improvements have been installed, if details differ from the applicant's details above

Owner's name.....

Address..... Suburb..... Postcode.....

Block Section (if known)

Have you installed any of the improvements you are claiming yourself? Yes No

If yes, describe what have you installed and where?

.....

Do you agree to the improvements being inspected by an ACT Energy Wise auditor at the Government's

discretion to verify installation? Yes No

Rebate Payment

How do you want your rebate paid? Electronic Transfer Cheque

Name of Account Holder.....

Financial Institution's name:.....

BSB:

Account Number:

Declaration

I declare that I have read and understood the terms and conditions on this form and certify that the information provided is true and correct.

The applicant for funding accepts that, while the Territory and HEAT have taken all steps to ensure the accuracy of information, the applicant must rely on his/her own enquiries to satisfy themselves about the accuracy of information provided.

The applicant for funding agrees that neither the Territory nor HEAT nor any of their authorised representatives accept liability in respect of any claim or cause of action arising from the installation of any equipment that is the subject of funding assistance.

The applicant agrees that she/he will release and indemnify, and keep indemnified, the Territory and HEAT against any claim or liability arising out of or in relation to the installation of equipment that is the subject of this application.

Signature of Applicant Date .../.../ ...

FULL TERMS AND CONDITIONS

The program provides subsidised home energy audits to existing homeowners to identify priority areas for energy efficiency improvement, and then a \$500 rebate (\$530 for concession card holders) on the total cost of the eligible energy efficiency improvements undertaken.

Who is eligible for assistance?

- Owners of existing homes in the ACT built before the requirement for a 4 star home energy rating was introduced in 1996. The home can be owner-occupied or rented and includes all types of detached and attached houses;
- Tenants may have an energy audit undertaken, however they must provide the owner's written approval if they apply for the rebate for Improvements;
- The owners must be private individuals;
- Only one audit and rebate can be provided per home over the life of the program;
- Where the home is owned jointly, only one owner can apply for the rebate;
- Owners of individual apartments are not eligible for assistance under this program. However, where there is scope for joint improvements to the apartment building as a whole, special arrangements may be made for owners of groups of apartments upon request; and
- The householder must provide household energy bill information to the auditor for the 12 months prior to the audit being undertaken. An exception will be made where the owner has not owned the property for the past year.

Eligible Home Energy Efficiency Improvements

1. Ceiling insulation, where not currently insulated or to top up existing insulation;
2. Underfloor insulation;
3. Cavity wall insulation;
4. Window Pellets;
5. Lined blackout curtains (or equivalent blinds), where the curtain provides better insulation than the window covering it replaces, if any;
6. Double glazed windows, including window treatments that achieve a similar effect, e.g. plastic film;
7. Insulation of hot water pipes;



8. Permanent external awnings or other shading on east, west and/or north facing windows to allow in winter sun but shade the house from summer sun; or insulated shutters to the same effect. However, only the first \$1,000 of the cost can be used to calculate the \$2,000 expenditure on improvements eligible for the rebate;
9. WELS 3 star showerheads (or better), where a showerhead rebate has not been separately received from the ACT Government;
10. Draft sealing around windows and doors (installation must be verified);
11. An insulation cover for external electric or gas storage hot water tanks;
12. Fluorescent lighting, either compact or linear, where replacing other types of existing lights;
13. The removal of downlights that currently compromise ceiling insulation.
14. Gas or solar **space** heating systems that replace a fixed electrical system. However, only the first \$1,000 of the cost can be used to calculate the \$2,000 expenditure on improvements, and only if the house already has ceiling and wall insulation or is installing this insulation as part of the improvements;
15. Construction of trombe walls or similar constructions that increase the thermal mass of a house;
16. Self-sealing exhaust fans that are replacing an existing non-sealed exhaust fan;
17. Passive or near passive modifications or appliances to improve summer ventilation e.g. ceiling fans; and
18. Insulative cladding, only for concrete walled (monocrete) homes
19. Five star gas, electric heat pump, or solar hot water services that replace an electrical hot water service are eligible for a rebate, however, only the first \$1000 may be used to calculate the \$2000 expenditure on improvements

The terms and conditions for the ACT Energy Wise energy audit and rebate scheme are as follows:

1. The ACT Energy Wise home energy audit and rebate program commenced on 15 December 2004 and is not retrospective. The Home Energy Advice Team (HEAT) will carry out the energy audits for the Territory.
2. The homeowner, or if more than one, either homeowner must contact HEAT on **ph 02 6260 6165 or email: info@heat.net.au** to arrange for an Audit.
3. The homeowner or tenant must:
 - a. provide the auditor with evidence of energy usage from power bills for the house 12 months prior to the date of the energy audit (if house was owned for more than 12 months). If the house has been owned or tenanted for less than 12 months, a connection notice or a partial bill must be provided to the auditor.
 - b. pay \$30 to the auditor before or at the time of the audit (concession card holders are not required to pay this fee but are required to provide their card number). And
 - c. obtain a receipt for this payment (even concession card holders should be issued with a receipt with their number on it), and, attach it to the rebate application, if not, produce it for the ACT Government if requested.
4. If requested by the householder, the auditor must provide evidence of employment with HEAT to the homeowner.
5. The auditor will produce a prioritised list of Improvements for the householder. Rebates will be made available for the high priority Improvements, with rebates only being offered for lower priority Improvements where the high priority improvements have already been installed.



6. The ACT Government may in unusual circumstances approve a priority improvement that is not listed on the 'Eligible Home Energy Efficient Improvements' list. These improvements will be recorded on the Energy Saving Report with the special approval noted.
7. To be eligible for a rebate, the homeowner must:
 - a. complete Improvements to the value of at least \$2,000;
 - b. provide documentary evidence of such Improvements, to the satisfaction of the ACT Government, and attach such evidence to the rebate application; and
 - c. lodge the relevant rebate application form with the ACT Government within six months from receipt of the energy audit.
8. The rebate may be claimed by the homeowner, or by the installer with the homeowner's written approval where the installer has already deducted the rebate from the charge for the work.
9. Within 28 days of notification by the ACT Government of its approval of the householder's rebate application, the ACT Government will pay \$500 to the homeowner or approved installer.
10. Rebates are not payable to homeowners for Improvements that have been bought, ordered or for which a quote has been accepted prior to the energy audit being undertaken.
11. Rebates are payable for Improvements identified at the time of the home energy audit. Rebates are not payable for Improvements that are a result of a house extension or renovation that are not completed at the time of the energy audit.
12. Original receipts (or copies of receipts with a statutory declaration) for purchases between the date of the home energy audit and a 6-month period after the audit must be provided with the rebate application. Receipts that are dated either earlier than the audit date will not be eligible for a rebate. Receipts dated more than 6 months after the energy audit will not be eligible for a rebate without written approval from the ACT Government.
13. The rebate will only be paid for installed Improvements, with the exception of a small number of identified high priority Improvements, including window film, weatherproofing and pelmets. Where materials or products are installed by the homeowner, (e.g. window film or weatherproofing), the homeowner must agree to the installation being inspected by an ACT Energy Wise auditor prior to rebate approval.
14. The Improvements must be installed in accordance with all relevant Australian Standards, building codes, government requirements and manufacturers' recommendations.
15. Replacement of similar existing materials or fixtures that have been damaged, worn or have failed will not constitute Improvements for the purpose of assessing rebate applications
16. Five star gas, electric heat pump, or solar hot water services that replace an electrical hot water service are eligible for a rebate, however, only the first \$1000 may be used to calculate the \$2000 expenditure on improvements
17. The ACT Government reserves the right to inspect at a reasonable time all installations for which a rebate has been claimed within 5 years to verify the accuracy and/or eligibility of the rebate claim.
18. The homeowner or tenant agrees that energy bill data for the dwelling covering a period of up to a year before and two years after the date of the audit, will be made available to the ACT

19. Government and/or HEAT for the purposes of evaluating program outcomes. This undertaking includes consent to approach relevant energy retailers to access such data.
20. Where the installation is required by a licensed plumber or electrician, the plumber or electrician's certificate of compliance number must be provided with the application.
21. An ACT Energy Wise may only be claimed for an appliance or Improvement where the homeowner has not already received a rebate under this or another program.
22. Delivery and installation charges can be included as part of the total purchase price.
23. The homeowner must repay the rebate if any of these terms and conditions are breached.
24. The ACT Government reserves the right to vary the list of eligible Improvements and the minimum level of expenditure before the homeowner agrees to the terms and conditions of the ACT Energy Wise Program. Rebate claims will be assessed against the conditions in existence at the time that the home energy audit is completed.
25. The ACT Government reserves the right, at its sole discretion to change any or all of the terms and conditions of the program including the rebate component.
26. A decision by the ACT Government on whether a particular improvement for which a rebate is claimed is eligible will be final and not open to appeal.
27. Energy audit and rebate recipients consent to and recognise that the ACT Government or HEAT may conduct research about the Improvements installed and may contact the homeowner to undertake this research.
28. In accordance with Privacy legislation we advise you that the information collected as part of the audit and subsequent rebate application (if any) will be used by the ACT Government or HEAT to provide you with information about services and products on matters relating to the rebate program and to analyse program effectiveness.

Definitions

The following words have these meanings unless the contrary intention appears.

Audit	means an energy efficiency assessment of a Dwelling, which identifies areas where the energy efficiency and greenhouse gas reduction of that Dwelling could be improved.
Auditor	means a qualified energy efficiency auditor working for HEAT.
Business Hours	means 9:00 am to 5:00 pm Monday to Friday, excluding public holidays.
Dwelling	means detached and semi-detached houses constructed on leased Territory Land, before 1996, it does not include apartments or units on that land.
HEAT	means the Home Energy Advice Team .
Homeowner	The Registered proprietor of a parcel of Territory land. This excludes the ACT Government, Commonwealth Government or any other Government.
Improvements	that part of the Recommendations effected by the Crown Lessee, these are to be independent of any renovations or extensions to the Dwelling (prior to the Audit), which are subject to development application approval from the ACT Planning and Land Authority.
ACT Government	means Sustainability Policy and Programs, TAMS, the ACT Government agency which has carriage of the ACT Energy Wise Program, contactable at PO Box 158 Canberra ACT 2601.
Recommendations	means the prioritised list of energy efficiency and greenhouse gas reduction improvements that could be made to a Dwelling to reduce energy use and greenhouse emissions which are included in the auditor's report.
Territory means:	<ul style="list-style-type: none">(a) when used in a geographical sense, the Australian Capital Territory;(b) when used in every other sense, means the body politic established by section 7 of the Australian Capital Territory (Self-Government) Act 1988 (C'th).
Territory land	has the same meaning in the Australian Capital Territory (Planning and Land Management) Act 1988 (C'th).

