

2024 Customer Rebate Application



* Denotes REQUIRED fields.

Please read all information on page 3 before completing this form.

For Office Use Only: Pre-Request _____

Customer Information (please print)

Name* _____ Account number (found in the center portion of your bill)* _____
Mailing address* _____ City* _____ State* _____ Zip* _____
Address where equipment was installed (if different)*: _____
City* _____ State* _____ Zip* _____
Contact phone* _____ Email _____

By signing this application, I certify the information is true and correct to the best of my knowledge, that the equipment for which I am claiming a rebate is installed at the address provided. If requested, I will allow an Otter Tail Power Company representative to physically inspect the installation. I have read and understood all information on the last page of this form and have attached my dated receipt specifying the brand and model number purchased. I understand Otter Tail Power Company will calculate the value of the rebate based on the information provided. **Rebate requests must be received for installations completed during the calendar year no later than March 31st of the following calendar year or will not be accepted.**

Signature* _____ Date* _____

Installing Contractor Information

Installer name* _____ Business name* _____
Street address* _____ City* _____
State* _____ Zip* _____ Phone* _____ Email _____
Certified installer: Yes No

(Note: Certified installers have been approved to participate in OTP's quality installation program, which applies to MN and SD heat pump and A/C installations only.)

Complete all sections that apply. All heat pump, water heater, and air conditioner rebate applications require equipment AHRI Certificate or manufacturer specifications sheets to be attached.

Water Heater - rebates for qualifying controlled rates only

Date installed _____ Quantity _____ Gallons _____ UEF _____
Manufacturer/brand _____ Model number _____
Installed water heater is: Replacing existing controlled electric water heater Adding new controlled electric water heater
Water heater type: Grid enabled Standard tank/light duty commercial Commercial Heat pump water heater
For Office Use Only: Rate _____ Firm service w/monthly control credit Total kW _____ Commercial Rebate: Yes No

Thermal Storage Heating and Cooling - rebates vary by rate; qualifying controlled rates only

Date installed _____ Quantity _____ Kilowatts _____ For Office Use Only: Rate _____
Manufacturer/brand _____ Model number _____
Installed equipment is: Replacing existing electric heating system Adding new electric heating system
Type: Cable Cooling-storage Central Hydronic w/boiler Room Central hydronic Panel

Plenum Heater, Boiler, Electric Furnace - rebates for qualifying units on Dual Fuel or RDC Rates

Equipment type: Plenum heater Boiler Electric furnace For Office Use Only: Rate _____
Date installed _____ Quantity _____ Kilowatts _____
Manufacturer/brand _____ Model number _____
Installed equipment is: Replacing existing electric heating system Adding new electric heating system

Electric Heating Technologies - rebates for qualifying equipment on Dual Fuel or RDC Rates

Equipment type: _____ For Office Use Only: Rate _____
 Baseboard Cove heater Radiant ceiling heating Nonstorage floor warming Garage unit heater
Date installed _____ Quantity _____ Kilowatts _____
Manufacturer/brand _____ Model number _____
Installed equipment is: Replacing existing electric heating system Adding new electric heating system

Air Conditioner - Rebates for MN and SD customers only; must be Energy Star to qualify.

Date installed _____ Tons _____ Quantity _____ **For Office Use Only:** Rate _____
 Manufacturer/brand _____ Model number _____
 Installed in a newly constructed building or addition: Yes No Project cost \$ _____
 Energy Star: Yes No Configuration: Ducted Ductless SEER2 Rating _____

Heat Pump - North Dakota systems must be on a controlled rate

Date installed _____ Tons _____ Quantity _____ **For Office Use Only:** Rate _____
 Manufacturer/brand _____ Model number _____
 Energy Star (if known): Yes No
 Installed heat pump is: Replacing existing electric heating system Adding new electric heating system
 Installed in a newly constructed building or addition: Yes No **If No**, please check one of the following:
 Primary heating system fuel prior to heat pump installation: Electric Fuel Oil Natural Gas Propane Other _____
 Age of heating system being replaced: _____ years

Standard Air Source or Cold Climate Heat Pump

Configuration: Ducted Ductless Project cost \$ _____
 SEER2 _____ HSPF2 _____ ND only: SEER _____ HSPF _____

Air-to-Water Heat Pump

Configuration: Ducted Ductless Additional: In floor heating **For Office Use Only:** SRR 10.45 SRC 11.20
 SEER _____ COP @ A5W110 _____ Project cost \$ _____
 Was a buffer tank with domestic water heating capabilities installed with the air-to-water heat pump?
 Yes No **If Yes**, what is the tonnage of associated AWHP unit: _____ kW of heating coils _____

Geothermal Heat Pump

COP _____ EER _____ **Check one:** Closed loop Open loop Project cost \$ _____
Check one: Water to air Water to water Direct exchange
 Was a desuperheater option connected to provide domestic water preheating?
 Yes No **If Yes**, what is the tonnage of associated GHP unit: _____

Air Conditioner and Heat Pump Minimum Qualifiers

Type	MN Location	ND Location	SD Location
Air Conditioner	Energy Star or 15.2 SEER2	N/A	Energy Star or 15.2 SEER2
Standard Air Source Heat Pump	14.3 SEER2 / 7.5 HSPF2	N/A	14.3 SEER2 / 7.5 HSPF2
Cold Climate Heat Pump (CCHP)	DUCTLESS: 16 SEER2 / 9.5 HSPF2 DUCTED: 15.2 SEER2 / 8.1 HSPF2	On Dual Fuel, Deferred Load, or RDC rate and DUCTLESS: 10 HSPF or 9.5 HSPF2 DUCTED: 9 HSPF or 7.6 HSPF2	DUCTLESS: 16 SEER2 / 9.5 HSPF2 DUCTED: 15.2 SEER2 / 8.1 HSPF2
Air-to-Water Heat Pump (AWHP)	COP 1.7 @ A5W110	COP 1.7 @ A5W110 On Dual Fuel Rate	COP 1.7 @ A5W110
Geothermal Heat Pump (GHP)	Energy Star or qualifying COP and EER: Water to air-open 4.1 COP, 21.1 EER Water to air-closed 3.6 COP, 17.1 EER Water to water-open 3.5 COP, 20.1 EER Water to water-closed 3.1 COP, 16.1 EER Direct exchange 3.6 COP, 16 EER Single Unit ≥6 tons 3.1 COP, 13 EER	On Dual Fuel, Deferred Load, or RDC Rate	Energy Star or qualifying COP and EER: Water to air-open 4.1 COP, 21.1 EER Water to air-closed 3.6 COP, 17.1 EER Water to water-open 3.5 COP, 20.1 EER Water to water-closed 3.1 COP, 16.1 EER Direct exchange 3.6 COP, 16 EER Single Unit ≥6 tons 3.1 COP, 13 EER
Cold Climate, Air-to-Water, and Geothermal Heat Pumps on Energy Control	Additional rebate available when CCHP or GHP is served on Dual Fuel, Deferred Load, or RDC Rate; or when AWHP is served on the Dual Fuel Rate. Must meet ratings shown above.	Requirements as shown above.	Additional rebate available when CCHP or GHP is served on Dual Fuel, Deferred Load, or RDC Rate; or when AWHP is served on the Dual Fuel Rate. Must meet ratings shown above.

Customer Rebate Application

Please read all information on this page before completing the form on pages one and two.



Otter Tail Power Company reserves the right to deny any rebate that does not meet program qualification requirements. Rebate programs may be discontinued or modified at any time.

Rebate Application Details

- New equipment must be installed where electricity is supplied by Otter Tail Power Company.
- Rebate requests must be received for installations completed during the calendar year no later than March 31st of the following calendar year or will not be accepted.
- A dated sales receipt specifying brand and model must be submitted with this rebate request. Bids, quotes, or purchase orders do not qualify as a sales receipt.
- Customers must provide proof that equipment installed meets the company's currently available rebate program requirements for efficiency level, size, and/or controlled service rate application.
- Visit otpc.com/WaysToSave or call our Idea Center at 800-493-3299 to verify program requirements.
- Accepted proof of efficiency, where applicable, includes an AHRI certificate or manufacturer specification sheet showing efficiency levels. Air conditioners and geothermal heat pumps may provide proof of Energy Star rating for the model installed.
- Customer rebate requests may require review by local Energy Management or Service Representatives.
- Allow 6-8 weeks for processing.
- Heat pump water heaters are not eligible for multiple Otter Tail Power Company program rebates. Use this form to request energy control related rebate. Use the appliance rebate form to request rebates in MN for units not subject to control.
- Standard Air Source, Cold Climate, and Air-to-Water Heat Pump rebates will not exceed 75 percent of project cost.
- Geothermal Heat Pump rebates will not exceed 50 percent of project cost.
- Pre-approval is required for Energy Control rebate if amount expected is \$10,000 or more.
- Acceptance of this application does not guarantee payment. You must meet rebate eligibility requirements.
- You will be notified if your application is not approved.
- Otter Tail Power Company is not responsible for inaccurate information supplied by equipment dealers or contractors.

Incomplete rebate applications will be returned and no rebate will be issued until all required information is provided.

Did you include the following?

- Your Otter Tail Power Company account number (found on your energy bill)
- Your receipt or invoice
- All required equipment information
- Proof of efficiency levels, where required
- Your signature

Send completed Customer Rebate Application and required documentation to:
Rebates Otter Tail Power Company PO Box 496 Fergus Falls, MN 56538-0496 or email to Rebates@otpc.com

If you are installing a new heating or cooling system you may also be eligible for our Smart Thermostat rebates. Visit our website at otpc.com/SmartThermostats or call our Idea Center at 800-493-3299 for more information and/or for rebate forms.