



# COOLING SYSTEM TUNE-UP INCENTIVE APPLICATION

## INCENTIVE QUALIFICATIONS:

Applications will only be processed if FULLY completed and signed. \$30 Incentives are available to customers who have their cooling system inspected and tuned-up by an HVAC contractor. Qualifying systems include residential central - air conditioners, air source and water source heat pumps that are served by local electric utilities served wholesale power supply by the Municipal Energy Agency of Nebraska. Even though the cooling system may be serviced or tuned-up frequently, the customer is only eligible to apply for the \$30 incentive every two years.

## CUSTOMER INFORMATION:

Name on Account: \_\_\_\_\_ Do You Own \_\_\_\_ or Rent \_\_\_\_

(If Rent – Name and Phone Number of Landlord) \_\_\_\_\_

Electric Utility Provider: \_\_\_\_\_ Account # \_\_\_\_\_

Address where tune-up was conducted: \_\_\_\_\_

Customer's Mailing Address for Incentive Payment (if different from above): \_\_\_\_\_

I certify the tune-up, for which I am claiming an incentive for was performed within the guidelines (found at [www.nmppenergy.org/mean](http://www.nmppenergy.org/mean)) of the program. The utility reserves the right to inspect the work performed to ensure compliance.

Customer's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## TUNE-UP CHECKLIST:

- \_\_\_\_\_ Clean Condenser Coil
  - \_\_\_\_\_ Check Indoor Coil
  - \_\_\_\_\_ Blow Out Drain Line
  - \_\_\_\_\_ Discuss Proper Operation
  - \_\_\_\_\_ Filter Service Schedule
  - \_\_\_\_\_ Check Refrigerant Charge
  - \_\_\_\_\_ Check Belt / Lube Motor, if Needed
  - \_\_\_\_\_ Perform Visual Inspection of System
  - \_\_\_\_\_ Discuss/Review Proper Temperature Set-Back
- Comments: \_\_\_\_\_

## EQUIPMENT INFORMATION:

- 1) \_\_\_\_\_ years since last system tune-up
- 2) \_\_\_\_\_ years since last receiving \$30 MEAN Cooling System Tune-Up Incentive (only eligible to apply every 2 years).
- 3)  Air Conditioner,  Air Source Heat Pump, or  Water Source Heat Pump
- 4) Est. Age of: Outdoor Unit (years) \_\_\_\_\_, and Indoor Unit (years) \_\_\_\_\_

## CONTRACTOR (DEALER) INFORMATION:

Company Name: \_\_\_\_\_ Date of Tune-Up: \_\_\_\_\_

Technician Name (Print): \_\_\_\_\_ (Signature): \_\_\_\_\_

If Appropriate, email: \_\_\_\_\_ NATE ID# \_\_\_\_\_

## Electric Utility Installation Verification:

Please verify approval of incentive payment:

City Authorized Representative: \_\_\_\_\_  
Signature \_\_\_\_\_ Date \_\_\_\_\_

Application Process: 1) FULLY complete application; 2) signatures must be provided for homeowner, technician and verified by local electric utility representative 3) return completed form to Mandy Hansen via email at [ahansen@nmppenergy.org](mailto:ahansen@nmppenergy.org). Program guidelines can be found at <https://www.nmppenergy.org/mean/energy-efficiency>.