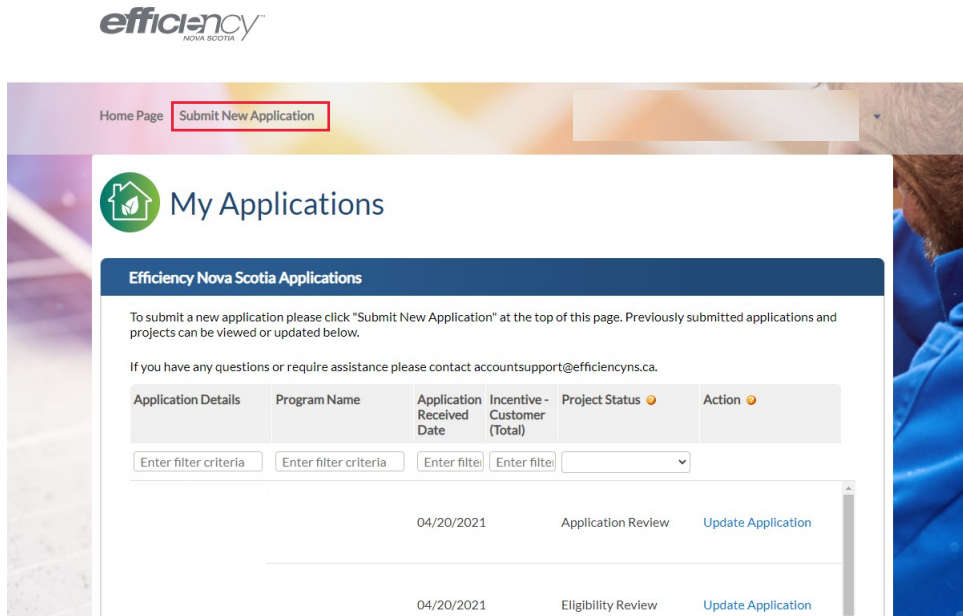


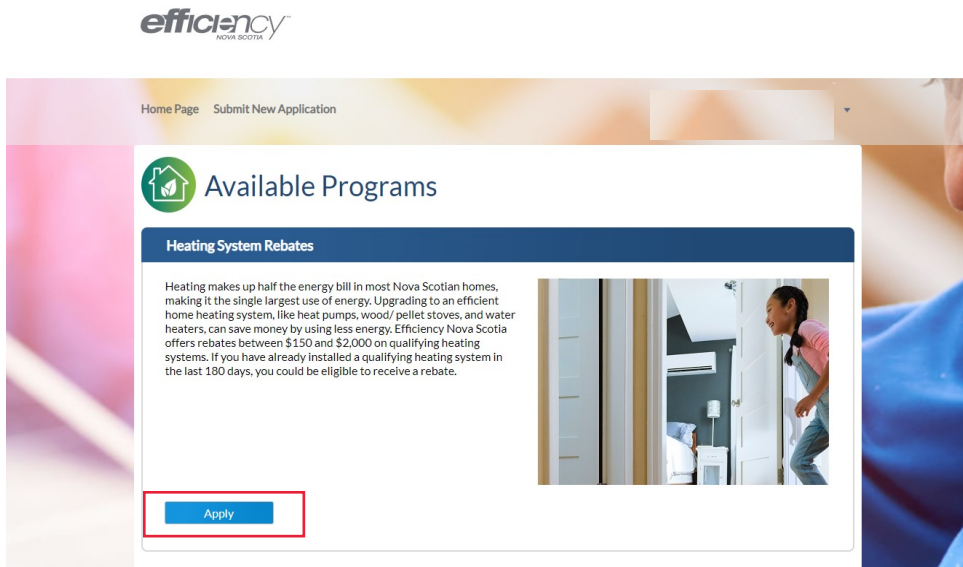
Heating System Rebates

Online Application Guide

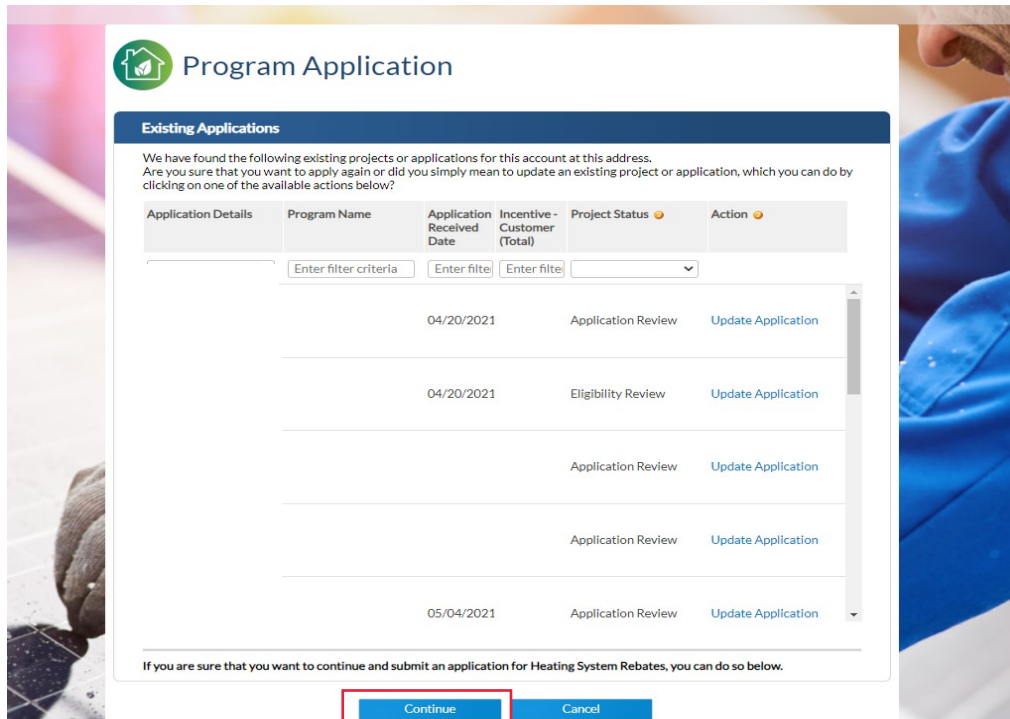
After Registration, click on the “Submit New Application” tab at the top of the page. Any previously submitted applications will be listed on this page. Updates to applications can be made by clicking on “Update Application”



Click on “Apply” under Heating System Rebates.



The option to update previously submitted applications is also available here. Click on "Continue" to submit a NEW application.



Program Application

Existing Applications

We have found the following existing projects or applications for this account at this address. Are you sure that you want to apply again or did you simply mean to update an existing project or application, which you can do by clicking on one of the available actions below?

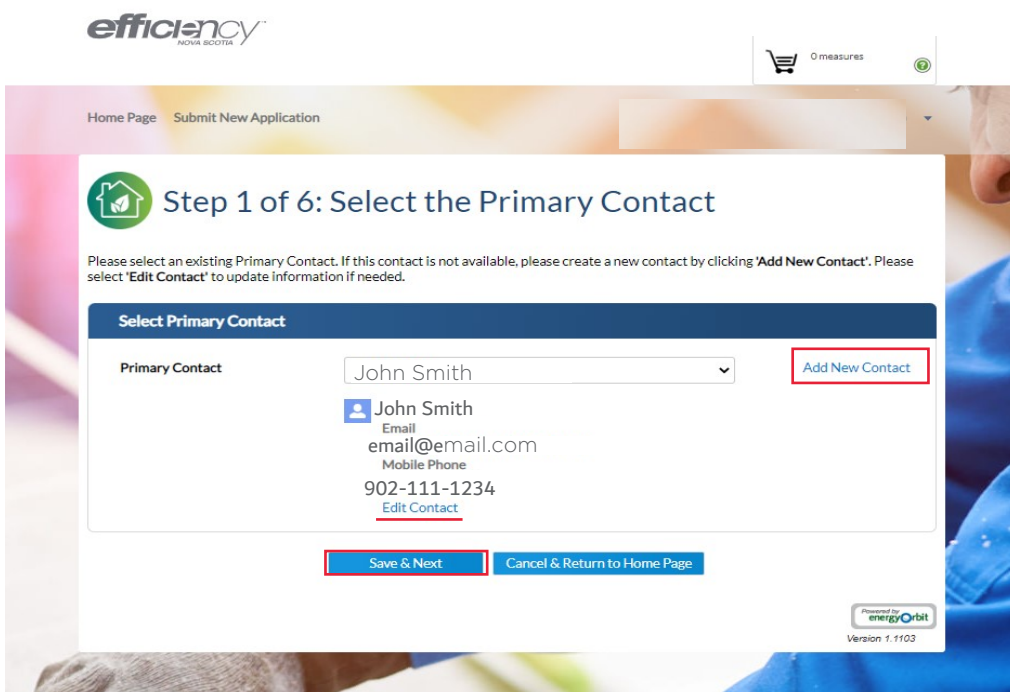
Application Details	Program Name	Application Received Date	Incentive - Customer (Total)	Project Status	Action
		Enter filter criteria	Enter filter	Enter filter	
		04/20/2021		Application Review	Update Application
		04/20/2021		Eligibility Review	Update Application
				Application Review	Update Application
				Application Review	Update Application
		05/04/2021		Application Review	Update Application

If you are sure that you want to continue and submit an application for Heating System Rebates, you can do so below.

[Continue](#) [Cancel](#)

Customer is directed to the next screen- "Step 1 of 6: Select the Primary Contact"

Select an existing contact associated with the registered Nova Scotia Power Account. Use the option "Edit Contact" to update information and mailing address for rebate cheque. Ensure all information is accurate. If contact is not available, click "Add New Contact". This is the person who will receive the rebate cheque for eligible projects. Proceed to next step by clicking "Save & Next".



efficiency
NOVA SCOTIA

Home Page [Submit New Application](#)

Step 1 of 6: Select the Primary Contact

Please select an existing Primary Contact. If this contact is not available, please create a new contact by clicking 'Add New Contact'. Please select 'Edit Contact' to update information if needed.

Select Primary Contact

Primary Contact: [Add New Contact](#)

John Smith
Email: email@email.com
Mobile Phone: 902-111-1234
[Edit Contact](#)

[Save & Next](#) [Cancel & Return to Home Page](#)

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Step 2 of 6: Heating System Rebates Project Information. Fields marked red are MANDATORY.

Enter address for where the rebate cheque is to be MAILED.

Step 2 of 6: Heating System Rebates Project Information

Mailing Address

Provide the address where you would like your rebate check mailed.

Question or Requirement	Response
Mailing Address	<input type="text"/>
Mailing City	<input type="text"/>
Mailing Province	<input type="text"/>
Mailing Postal Code	<input type="text"/>

Enter address for where heating system was **INSTALLED**. Select “yes” if same as mailing address.

Input details for the company/individual who installed the heating system and click “Save and Next”.

Installation Address

Provide your installation address where the heating system was installed.

Question or Requirement	Response
Same as address above	<input type="text" value="Yes"/>
Civic Address	<input type="text"/>
City	<input type="text"/>
Province	<input type="text"/>
Postal Code	<input type="text"/>

Installation Details

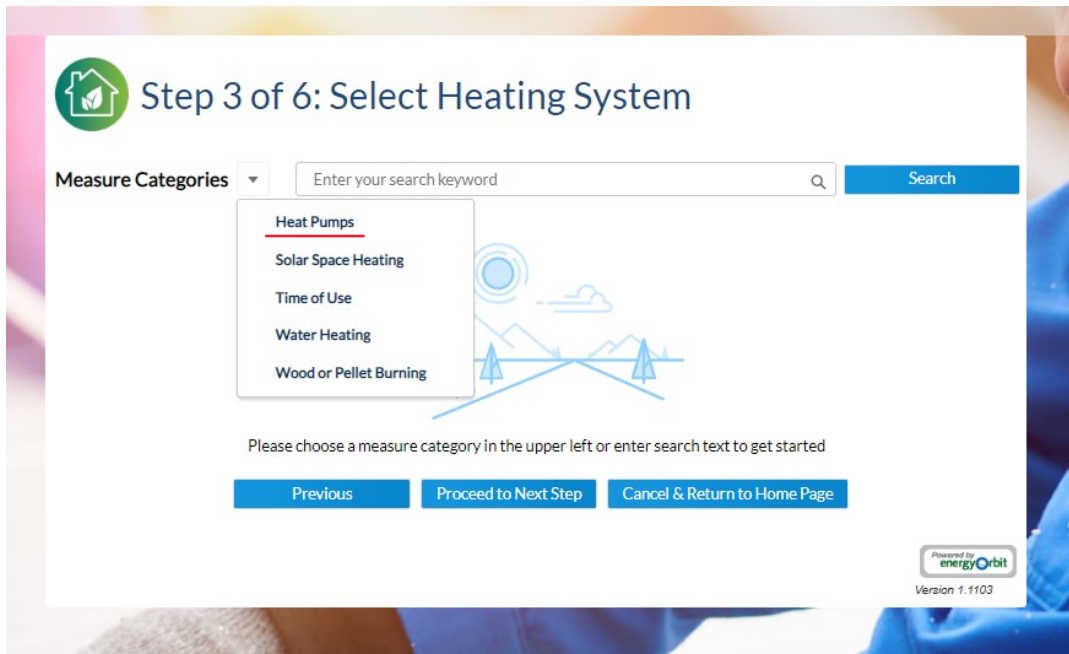
Tell us about the company who installed your heating system.

Question or Requirement	Response
Installer Company Name	<input type="text"/>
Installer Name	<input type="text"/>
Installer Phone	<input type="text"/>
Installer Email	<input type="text"/>
Date Installed (must be within the last 180 days)	<input type="text" value="22/07/2022"/>

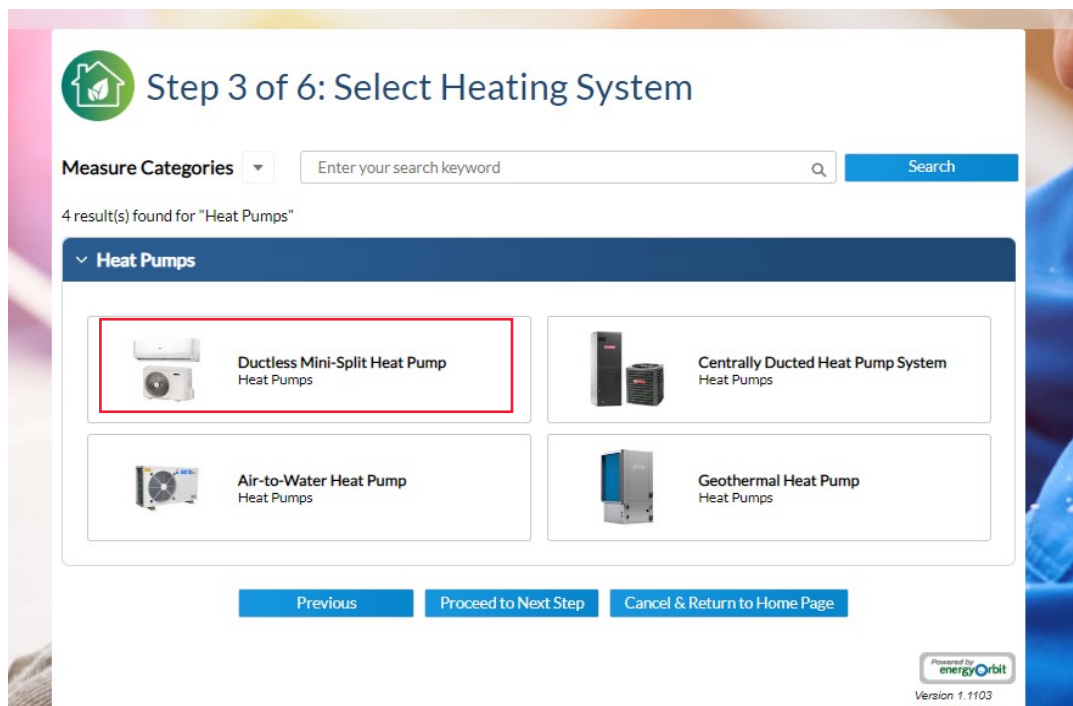
[Previous](#) [Save Changes](#) [Save & Next](#) [Cancel & Return to Home Page](#)

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Proceed to the next page, "Step 3: Select Heating System". Select "measure" or heating system that was installed from the drop down menu. If unsure, enter keywords in the search box to display options.



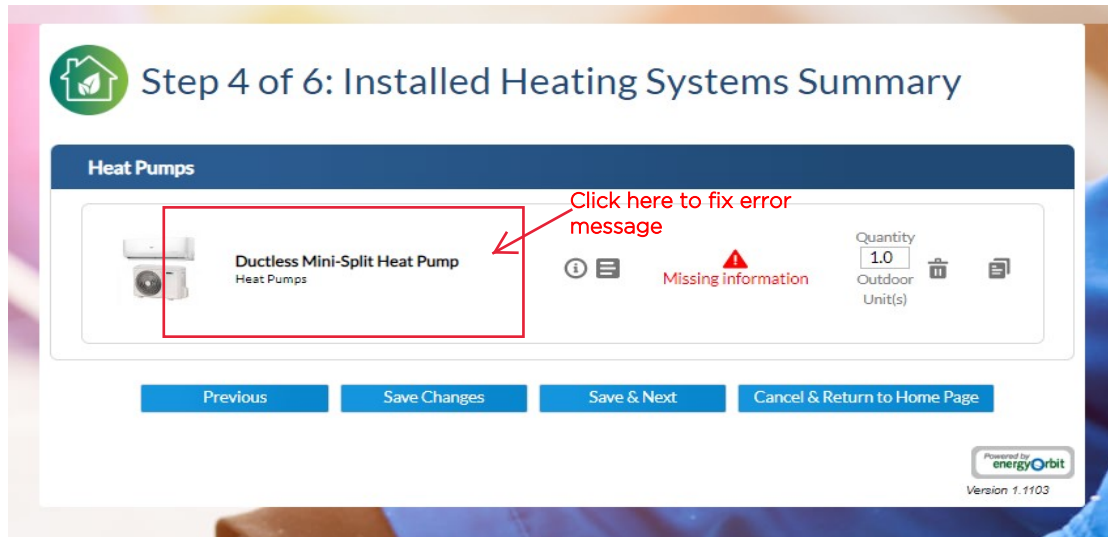
The selection will expand to show additional options for the type of heating system selected. Click on the corresponding system to enter information about the installed system. DO NOT click on "Proceed to Next Step" until the required information has been entered about the installed heating system.



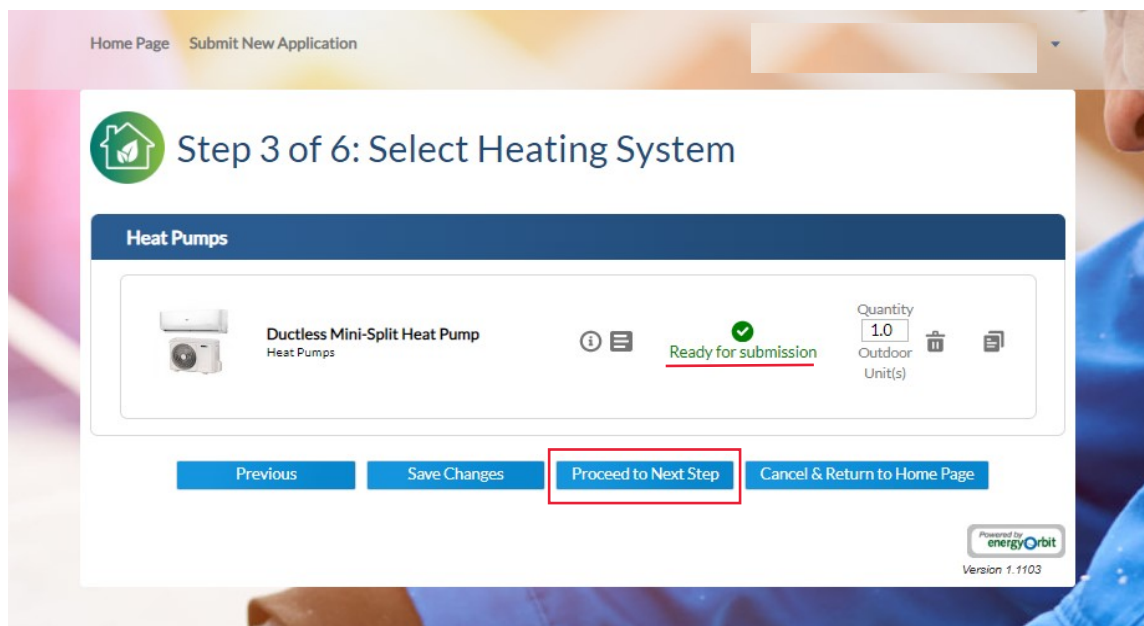
On the Measure Details page, fill in the information fields. **Fields marked with a * are mandatory.** Be sure to select the Primary and Secondary Heating Systems and Sources to proceed. If the Installer Certification number is not available, input the installer name. Click on "Select" under Measure Equipment Details if the heating system is a Mini-split Heat Pump. Otherwise, select "Add to Cart". If no Secondary Heating Source or System is present, be sure to select "None" from the drop-down menu.

When selecting a mini-split heat pump, the search tool below will appear in a new window. Please note that the NAME refers to the AHRI Certificate Reference Number. Once the equipment is found, click "Select" again to get back to the main application screen. The model information is now available and are not required to be inputted again if selected from the Search Tool.

Click on "Add to Cart". Repeat for any additional heating systems installed. Then, select "Proceed to Next Step". The system will advance to "Step 4 of 6: Installed Heating Systems Summary". If all required information was not inputted in the previous step, an error message will display. To correct, click on the name of the heating system to go back to the previous step. **Reminder: fields marked with a * are mandatory.** Complete the fields and update cart.



Once all required fields have been completed, the summary will show "Ready for Submission". Select "Proceed to Next Step".



Step 5 of 6: Upload Documents - this step requires uploading of the following supporting documents:

1. An official detailed invoice
2. Photos of the installed heating system
3. Copy of recent electric bill

More than one file can be added to a section, with a maximum of 5 images uploaded. Please note we cannot accept high risk attachments such as ZIP, EXE or files which exceed 10MB. Photos taken with a cell phone are acceptable. To upload files, click on "Choose File". A new window will open and allow user to navigate to select a document. Click on the file to be uploaded and click "Open". The system will display the processing with text "uploading document" and user will see the "File Name" instead of "No File Chosen". After uploading all the required documents, click on "Save and Next"

Step 5 of 6: Upload Documents

Upload Required Supporting Documents. Click on the "Choose File" button to add the following two forms, then press the "Save & Next" button below:

Each Component is required with a maximum 5 images uploaded. Please note we cannot accept high risk attachments such as ZIP, EXE or files that exceed 10MB. Photos taken with a cell phone are acceptable.

For assistance view [this guide](#).

Required Documents		
You can choose/browse files again to upload multiple files.		
Official detailed invoice	No file chosen	<input type="button" value="Choose File"/>
Photos of the installed system	No file chosen	<input type="button" value="Choose File"/>
Copy of recent electric bill from your utility service provider	No file chosen	<input type="button" value="Choose File"/>
Letter from Contractor (if required)	No file chosen	<input type="button" value="Choose File"/>
Additional Documents (Upload as needed)	No file chosen	<input type="button" value="Choose File"/>

Additional Required Documents - Contractors Only		
If you are a Customer applicant, please disregard this section. The following documents are required from Contractor applicants only.		
You can choose/browse files again to upload multiple files.		
Customer Consent (Mandatory Upon Application Submission)	No file chosen	<input type="button" value="Choose File"/>

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Step 6 of 6: Heating System Rebates Terms and Conditions. **Warning: Please DO NOT click on "Submit New Application" on the top left of this page.** Read carefully, scroll down to the bottom of the page and click on check box next to "I Accept" and click "Submit Application".

Home Page ~~Submit New Application~~

Step 6 of 6: Heating System Rebates Terms & Conditions

Warning: Please DO NOT click "Submit New Application" at the top left of this page!

To submit your Heating System Rebates application, **please scroll down to the very bottom** of this page, check "I Accept" and click "Submit Application". Thank you!

General Program Eligibility

- Equipment must be new, installed, and in service prior to application submission.
- All rebate documents must be received within 180 days of purchase and installation.
- Equipment must be purchased from a licensed retailer or installer. Incentives are not available for the purchase and installation of secondhand equipment.
- Homes must be existing (at least six months past the occupancy permit with 6 months of utility usage history) single family homes used year-round; including detached homes, row houses, duplexes, individual condo units, and mobile homes. Garages, new construction projects, off-grid homes and additions are not eligible for rebates.
- Participants must install all equipment as well as all peripheral equipment required to operate the system (stove/insert, chimney, venting, required safety features, etc.). Installations must meet all applicable codes and applicants are responsible to obtain all required permits.
- All new equipment must be inspected and/or installed by the appropriate certified professional. If not installed by a certified professional, it must be inspected by the appropriate certified professional. Efficiency Nova Scotia reserves the right to request proof of installation, inspection, and/or completion certificates.


Release of Information

I hereby consent and acknowledge that:

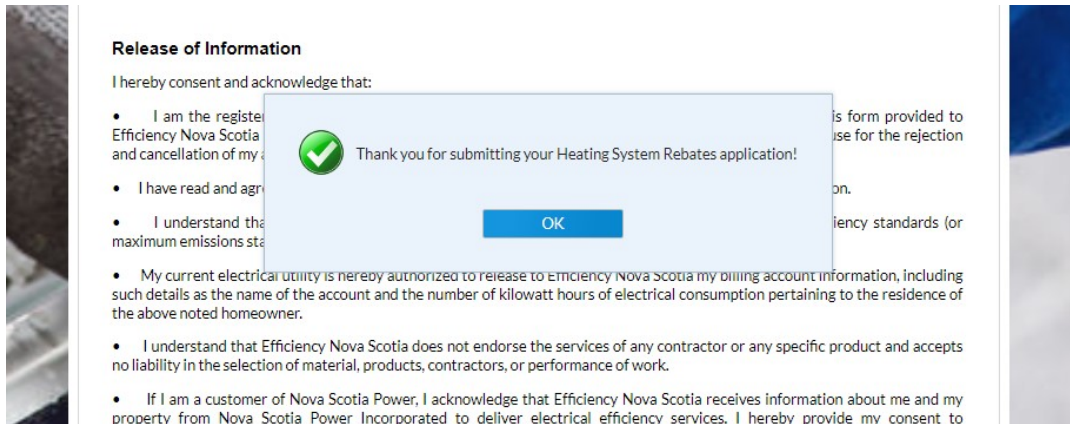
- I am the registered owner of the home where the system is installed and that all information on this form provided to Efficiency Nova Scotia is true and accurate to the best of my knowledge. Any willful misstatement may be cause for the rejection and cancellation of my application.
- I have read and agree to all program eligibility criteria listed on the pages that make up this rebate application.
- I understand that I will only receive incentives on installed equipment that meets the required efficiency standards (or maximum emissions standards) set by Efficiency Nova Scotia as part of this program.
- My current electrical utility is hereby authorized to release to Efficiency Nova Scotia my billing account information, including such details as the name of the account and the number of kilowatt hours of electrical consumption pertaining to the residence of the above noted homeowner.
- I understand that Efficiency Nova Scotia does not endorse the services of any contractor or any specific product and accepts no liability in the selection of material, products, contractors, or performance of work.
- If I am a customer of Nova Scotia Power, I acknowledge that Efficiency Nova Scotia receives information about me and my property from Nova Scotia Power Incorporated to deliver electrical efficiency services. I hereby provide my consent to EfficiencyOne to collect, use, and disclose the information that EfficiencyOne receives about me and my property from Nova Scotia Power Incorporated for all services that EfficiencyOne provides.
- Efficiency Nova Scotia, its agents or auditors may contact me for the purposes of program administration, implementation, and evaluation and/or provide me with further information on this or other conservation-related programs.
- Efficiency Nova Scotia is a franchise operated by EfficiencyOne, official Licensee of the Province of Nova Scotia. By providing your consent you agree to release your personal information to the current and successive holders of the Efficiency Nova Scotia franchise. By completing and submitting this form, I hereby consent to the purposes for which Efficiency Nova Scotia is collecting, using, and disclosing personal information as set out in Efficiency Nova Scotia's Privacy Policy. More information on Efficiency Nova Scotia's Privacy Policy can be found online: efficiencyvns.ca/privacy-policy or by email, privacy@efficiencyvns.ca

I Accept

[Previous](#) [Submit Application](#) [Cancel & Return to Home Page](#)



A message will be displayed once an application has been successfully submitted. A confirmation email will be sent to the email used to register for the application portal. If there is any difficulty completing the application, please contact Efficiency Nova Scotia.



Release of Information

I hereby consent and acknowledge that:

- I am the registered owner of the property and I have read and agree to the terms and conditions of this form provided to Efficiency Nova Scotia for the rejection and cancellation of my application.
- I have read and agree to the terms and conditions of this form provided to Efficiency Nova Scotia for the rejection and cancellation of my application.
- I understand the maximum emissions standards for the property and I agree to the efficiency standards (or other applicable standards) for the property.
- My current electrical utility is hereby authorized to release to Efficiency Nova Scotia my billing account information, including such details as the name of the account and the number of kilowatt hours of electrical consumption pertaining to the residence of the above noted homeowner.
- I understand that Efficiency Nova Scotia does not endorse the services of any contractor or any specific product and accepts no liability in the selection of material, products, contractors, or performance of work.
- If I am a customer of Nova Scotia Power, I acknowledge that Efficiency Nova Scotia receives information about me and my property from Nova Scotia Power Incorporated to deliver electrical efficiency services. I hereby provide my consent to

Thank you for submitting your Heating System Rebates application!

OK

Email: info@efficiencyns.ca

Phone: 1 877 999 6035