



LEBANON
MISSOURI

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CITY OF LEBANON, MISSOURI • INCORPORATED 1877

Heating & Cooling Rebate on Preseason HVAC Tune-ups

Having your heating & cooling system properly serviced each year is a great preventative measure. Routine inspections and maintenance of heating and cooling systems help ensure proper, efficient operation, as well as prevents untimely breakdowns.

Lebanon's electric customers may qualify for up to \$60 in rebate credits toward their utility bill:

- \$30 rebate is available from **April 1st through June 30th** for preseason air-conditioning system tune-ups.
- \$30 rebate is available from **September 1st through November 30th** for preseason heating system tune-ups.

Certain restrictions may apply. Please read the Guidelines for more details.

Guidelines

- Only Lebanon customers utilizing all electric systems or heat pump with electric backup sources will be eligible for these rebates.
- Applicants must be the customer of record for an active account and be non-delinquent.
- This service must be performed by contractors registered with the City of Lebanon.
- The application form must be signed and dated by both the customer and HVAC contractor.
- A dated, detailed invoice must be submitted (with the application form) as proof of service completion.
- Failure to provide required information may result in denial of rebate.
- Rebate values will not exceed the cost of either preseason service.
- Rebates are not available to new construction customers.
- Rebates are awarded on a first-come, first-serve basis until program funds have been depleted.
- City of Lebanon is not responsible for the heating and/or cooling systems performance or energy savings, and does not provide any warranties or guarantees, expressed or implied.
- City of Lebanon reserves the right to amend or discontinue this program without notice.

Steps to Acquire Rebate:

1. Call Lebanon's City Hall at 417-532-2156 to acquire a list of qualified HVAC contractors.
2. Select a qualified HVAC contractor. The City of Lebanon suggests getting 2-3 different bids when hiring a contractor for your preseason tune-ups needs.
3. Once the preseason tune-up has been performed and paid for. Submit the application form (signed at both customer and contractor), attached a copy of the paid invoice and mail to the address provided below.
4. Please **allow 60 days** for the City to process the rebate and credit it to the customer's utility account

Thermostat Disposal Information:

If you are replacing a conventional thermostat that has a mercury switch, be careful not to break the tube that holds this substance. As a Lebanon/Laclede County resident, you may use the services of the City of Lebanon's Household Chemical Collection Center free of charge. Hours of acceptance are Monday - Friday from: 8:30am - 11:30am & 1:30pm - 4:30pm No Holidays. For more information about recycling in Lebanon, please call 417-532-2156 or visit www.lebanonmissouri.org.

-Revised 07/15/2011

City of Lebanon · 401 South Jefferson / P.O. Box 111 · Lebanon, MO. 65536 · Attention: Building Services



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Pre-Season HVAC Tune-Up Rebate Application

Customer Name: _____

Customer Address: _____

Contractor Name: _____

Contractor City Registration #: _____

Date of Tune-Up: _____

Brand: _____ Model#: _____ Serial #: _____

Heating Season (check one): Electric Heat Only or Heat Pump

Cooling Season (check one): A/C with Furnace or Heat Pump

Unit Size: _____ Unit Age: _____

Customer Signature: _____

Technician Signature: _____

IMPORTANT NOTICE: To receive credit, this form must be accompanied by the contractor's invoice, and proof of payment for services performed.

Please allow approximately 60 days for the credit to appear on the utility account.

Lebanon's electric customers may qualify for up to \$60 in rebate credits toward their utility bill:

- \$30 rebate is available from **April 1st through June 30th** for pre-season air-conditioning system tune-ups.
- \$30 rebate is available from **September 1st through November 30th** for pre-season heating system tune-ups.

Certain restrictions may apply. Refer to the Heating & Cooling Rebate Information Pamphlet for Pre-Season HVAC Tune-ups for additional guidelines

Please Note: *By signing the application form, the customer certifies that the information provided is true, and that you have read and understand the program guidelines.* (-Revised 07/15/2011)

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For Office Use Only:

Date Received: _____

Approved Denied By: _____

Date Issued: _____