



A Touchstone Energy® Cooperative

# Commercial, Industrial & Ag Ground Source Heat Pump Rebate Application

Revised Date July 2025

## Take Control & Save

A Cooperative Effort for Energy Efficiency

### MEMBER INFORMATION

Name \_\_\_\_\_ Account # \_\_\_\_\_

Location # of Installation \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Email Address \_\_\_\_\_ Phone # \_\_\_\_\_

### INFORMATION ABOUT YOUR HOME

Age of facility \_\_\_\_\_ yrs. Size \_\_\_\_\_ sq. ft.

In what type of facility is this heat pump installed? \_\_\_\_\_

If installed in an existing facility, what type of heating system did the facility have previously?

- Ground Source Heat Pump, EER \_\_\_\_\_
- Dual Fuel Heat Pump, SEER \_\_\_\_\_
- Gas Forced Air
- Electric Forced Air
- Electric Baseboard
- Wood
- Other \_\_\_\_\_

What type of back-up (supplemental) heating system does your new heat pump use?

Furnace Type:  Existing  New  None Energy Used:  Electric  Propane  Natural Gas

If installed in an existing facility, what type of cooling system will the heat pump replace?

- Central Air Conditioning, EER \_\_\_\_\_
- Window Air Conditioning (Qty \_\_\_\_\_), SEER \_\_\_\_\_
- Ground Source Heat Pump, EER \_\_\_\_\_
- Dual Fuel Heat Pump, SEER \_\_\_\_\_

Did this rebate influence your decision to buy the appliance?  Yes  No

How did you hear about our rebates?  Radio  TV  Newspaper  Co-op Employee  Co-op Newsletter  
 Co-op Mailing  Contractor  Other

I certify that the heat pump will be installed at the address listed above. I agree to allow a representative of Access Energy Cooperative to verify the heat pump installation and insulation requirements at the above address.

Member Signature \_\_\_\_\_ Date \_\_\_\_\_

### GROUND SOURCE HEAT PUMP EQUIPMENT INFORMATION

Manufacturer \_\_\_\_\_ Model \_\_\_\_\_

EER \_\_\_\_\_ # of Tons \_\_\_\_\_ Date Installed \_\_\_\_\_

Ground Source System Type:  New including loop (Manual J and AHRI certificate required to submit)  Replacement of Indoor Unit Only

Reason for Replacement \_\_\_\_\_

### CONTRACTOR/RETAILER INFORMATION

HVAC Contractor Name \_\_\_\_\_ License # \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

*I certify that the equipment information is accurate, including claims of efficiency, size and HVAC system information. I recognize that Access Energy Cooperative may verify the information I have provided.*

Contractor's Signature \_\_\_\_\_ Date \_\_\_\_\_

**Rebate Total** \_\_\_\_\_

# Ground Source Heat Pump Rebate Application Requirements

## ELIGIBLE MEMBERS

- Access Energy Cooperative residential members are eligible for rebates when buying a qualified ground source heat pump.
- Member must use 6000 or more kilowatt-hours annually. The structure in which the member resides must be a permanent structure on a permanent foundation on land owned by the member.

## REBATE DETAILS

- Ground source heat pumps – \$750 per ton
- Ground source heat pump replacements – \$400 per ton
- Closed loop, water to air systems - 19.1 EER
- Open loop, water to air systems - 23.1 EER
- Closed loop, water to water systems - 18.1 EER
- Open loop, water to water - 22.1 EER
- Limit 50 tons

## ELIGIBLE HEAT PUMP EQUIPMENT

- Equipment must be a new, matched heat pump system certified by ENERGY STAR®.
- Ground source heat pumps must be installed with a Delta-T of 80 supported by a Manual J “Residential Load Calculation” published by the Air Conditioning Contractors of America (ACCA). Please ask your HVAC contractor to verify that these requirements are met. The Manual J calculation must be submitted with the rebate application.
- Access Energy Cooperative may inspect the home to determine if appropriate insulation is present in the ceiling and walls.
- Heat pumps that receive rebates may be subject to Access Energy Cooperative load control programs. The participant agrees to allow Access Energy Cooperative to control their heating and cooling equipment now or in the future.

## EXISTING EQUIPMENT

- Space Heating: The heat pump may be used to replace existing electric, natural gas or propane space heating equipment in the home.

## DISCLAIMER

Access Energy Cooperative is not responsible if your HVAC contractor, retailer, builder or other party provides you with inaccurate information about the amount or conditions of the actual rebate. Access Energy Cooperative will not rebate equipment that has been mislabeled or misrepresented. Access Energy Cooperative reserves the right to inspect the heat pump and its installation at the address indicated on the front of this application. Access Energy Cooperative is not responsible for any lost, late, stolen, ineligible, illegible, misdirected or postage due mail. All completed applications will become the property of Access Energy Cooperative. Rebate qualification and amounts are subject to change at Access Energy Cooperative’s discretion and the program may end at any time without notice.

## INSTRUCTIONS

- Access Energy Cooperative will issue rebates in the form of a check to the name on account.
- Please submit rebate within 90 days of purchase.
- **A copy of the dated sales receipt or invoice, the Manual J calculation, and AHRI certificate must be included with the rebate application.**
- Please allow at least 6–8 weeks for rebate processing.
- Please keep a copy for your records.

**Access Energy Cooperative will issue rebates in the form of a check if over \$250. If under \$250, rebate will be applied to member’s electric account.**

## SEND COMPLETED INFORMATION TO:

Access Energy Cooperative  
Attn: Member Services Department  
P.O. Box 440  
Mt. Pleasant, IA 52641-0440

**OR**

E-mail completed forms to:  
mktg@accessenergycoop.com

**DON'T FORGET WE HAVE LOW INTEREST LOANS AVAILABLE FOR QUALIFYING ENERGY EFFICIENCY IMPROVEMENTS!**

**CALL TODAY FOR MORE INFORMATION.  
1.866.242.4232**

## FOR OFFICE USE ONLY—ACCESS ENERGY CERTIFIES THE FOLLOWING:

<input type="checkbox"/> Minimum R-38 Ceiling Insulation	<input type="checkbox"/> Minimum R-13 Wall Insulation
<input type="checkbox"/> Validation of Unit Efficiency	<input type="checkbox"/> Validation of Replacement Reason
Date Received:	Account #:
Access Energy Cooperative Signature:	

All account information will be kept confidential between the Cooperative, Associated Electric Cooperative and agents acting on their behalf. Take Control and Save ©2008 Associated Electric Cooperative Inc. All rights reserved. and/or its suppliers. All rights reserved. ENERGY STAR® ©United States Environmental Protection Agency. All rights reserved.