

▼ Please Read this First! ▼

1. Eligibility: (for complete eligibility requirements, please visit www.comoxvalleyrd.ca/woodstove)

- Applicants must reside in the legal dwelling unit on property located within the borders of the Comox Valley Regional District (CVRD), which includes homes within the City of Courtenay, Town of Comox, Village of Cumberland, the K’ómoks First Nation, Hornby and Denman Islands and CVRD Electoral Areas. The application must be supported by the registered property owner.
- Must have replaced a functioning wood stove appliance (wood stove, wood furnace, wood insert with airtight doors, barrel stove or homemade stove) manufactured in 2017 or earlier, which was regularly used as the home’s main heating source with an electric air-source heat pump. Heat pumps must be a qualifying product through CleanBC.
- The wood-burning appliance must be removed, decommissioned and recycled (i.e. it cannot be re-used in a workshop or garage).
- Prior to replacing the existing wood stove, all applicants must contact the CVRD’s Wood Smoke Reduction Program Coordinator (see contact information below) to confirm their eligibility. Applications are processed on a first come, first served basis while funding lasts. Applicants are advised to submit their application as soon as their project is complete and within six months of the date of install for the new unit.

2. Applicant

Name of Registered Owner(s) of Property	
Address	
Email Address	
Postal Code	Telephone
Number of Cords burned last year	Primary heating source

3. Retailer Information (if applicable)

Participating Retailer Name
Was there an additional industry discount? YES or NO . If yes, how much was the additional discount? \$

4. Address of Installation

Age of Home	Address <input type="checkbox"/> Same as above or
City	Postal Code

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5. Appliance Rebate

Type	Quantity	Model Name	Model Number	Serial Number
\$1,800 <input type="checkbox"/> Electric Heat Pump Top Up				

I have attached the following required documents:

- Copy of dated sales and installation receipt (do not send originals as they will not be returned) indicating type, model name and model number of appliance.
- Photograph of **newly installed** heat pump
- AHRI number or certificate of **newly installed** heat pump
Verification that the existing wood-burning appliance has been removed:
 - “Before” photos showing the pre-existing wood burning appliance
 - “After” photos showing the wood burning appliance was removed
- Confirmation of decommissioning of pre-existing stove:
 - Rendered non-usable by retailer (provide details below and sign section # 7)

Participating Retailer Company Name _____

Describe how the wood stove was rendered non-usable (doors removed, recycled, etc.).

Full Name and Signature of retailer staff person confirming stove is non-usable.

Full Name

Signature

Date

- Recycled at Comox Valley Waste Management Centre (attach receipt).

6. Applicant Declaration

I declare: that my property is **within the borders of the Comox Valley Regional District** which includes the City of Courtenay, Town of Comox, Village of Cumberland, K’ómoks First Nation, Hornby and Denman Islands and CVRD Electoral Areas; that I have removed a functioning eligible wood burning appliance and have had it destroyed; and that I have purchased and installed a qualifying manufactured heat pump and installed it in compliance with local code requirements. I understand that the CVRD is not responsible for the installation or functioning of the heat pump. The CVRD reserves the right to inspect or verify that the above item has been installed.

Print Name

Registered Owner Signature

Date Of Application

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7. Retailer Declaration (if applicable)

I declare: that I have followed the requirements of the Wood Smoke Reduction Program as detailed in the Guidelines for Participating Retailers; that the prior functioning wood burning appliance has been removed from the address on this application and decommissioned; and that a qualifying heat pump has been installed in accordance with local code requirements.

Print Name

Retailer Signature

Date Of Application

The CVRD will review submissions to verify eligibility and if you qualify, will mail you a rebate cheque. Rebate cheques will be issued to the property owners on title. Alteration of this requires the written consent of all owners. The submission of an application does not guarantee a rebate. Applications will be processed on a first-come, first-served basis while funding lasts.

8. Submit Your Application

To avoid delays return your completed rebate form directly to:

Wood Smoke Reduction Program

Comox Valley Regional District

770 Harmston Avenue, Courtenay, BC V9N 0G8

planning@comoxvalleyrd.ca

For further information, contact the CVRD's Wood Smoke Reduction Program Coordinator

Call: 250-334-6000 | E-mail: planning@comoxvalleyrd.ca | Visit comoxvalleyrd.ca/woodstove

The personal information collected on this form is collected pursuant to Section 26 of the Freedom of Information and Protection of Privacy Act and will be used solely for the purpose of delivering the Wood Smoke Reduction Program. Should you have any questions about the collection, use and protection of your personal information, please contact the CVRD by emailing planning@comoxvalleyrd.ca or by calling 250-334-6000.

Thank you for participating.

Internal Use Only

Approved:

Date:

Folio Number: