

▼ 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 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 2015 or earlier, which was regularly used as the home's main heating source with a high efficiency gas fireplace (natural gas or propane), pellet stove or electric air-source heat pump. Heat pumps and gas appliances 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 and obtain a Tracking Number. Receiving a tracking number does not guarantee a rebate, 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.

Tracking Number:	<input style="width: 200px; height: 20px;" type="text"/>
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2. Applicant

Name of Registered Owner(s) of Property	
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
\$700 <input type="checkbox"/> Pellet Stove				
\$700 <input type="checkbox"/> High Efficiency Gas or Propane Stove				
\$700 <input type="checkbox"/> Electric Heat Pump \$2500 <input type="checkbox"/> Electric Heat Pump Top Up (West Courtenay or Cumberland only)				

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.
- Copy of one of the following:
 - Gas Installation Permit if switching to a gas appliance
 - WETT Inspection if switching to pellet stove
 - AHRI number or certificate if switching to an electric heat pump
- Recent photographs of functioning **previous** wood stove (i.e. before removal) including make, model and serial number specifications plate on the back of the stove.
- Photograph of **newly installed** appliance.
- Confirmation of decommissioning of old stove:
 - Rendered non-usable by retailer (provide details below):

Date _____

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.

- 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 and CVRD Electoral Areas A, B and C; 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 heating appliance and installed it in compliance with local code requirements. I understand that the CVRD is not responsible for the installation or functioning of the installed appliance. The CVRD reserves the right to inspect or verify that the above item has been installed.

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 manufactured heating appliance has been installed in accordance with local code requirements.

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

OR

via email: Wood Smoke Reduction Program | wsrebate@gmail.com

For further information, or to obtain a Tracking Number, contact the CVRD's Wood Smoke Reduction Program Coordinator:

Call: 250-650-2302 | **E-mail:** wsrebate@gmail.com | **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.