

Instructions:

1. Heat Pump Water Heater must be installed according to the requirements specified within the Smart Energy Existing Homes Program Guidelines (e.g. ENERGY STAR qualified, installed in an unconditioned space, etc.).
2. Santee Cooper must receive a completed copy of this form, as well as all required supplemental documentation prior to release of a loan and/or rebate payments and **thirty (30)** business days after the equipment is installed. Scheduling of final inspections, if applicable, shall be contingent upon the notification of completion of all essential home improvements and submittal of all required documentation.
3. All data must be properly recorded and submitted by the technician. NOTE: Incomplete information cannot be processed under the Smart Energy Existing Homes Program.
4. The technician must sign this form.
5. All necessary documents and information must be submitted no later than **November 30, 2021**.

** Note: Contractors installing Water Heater must have a South Carolina Plumbing Contractor's License.*

Step 1

Contractor Information

Contractor Name	Installation Technician's Name (print)
Contractor Phone Number	Date of Start-Up
South Carolina Plumbing Contractor's License Number	

Step 2

Customer Information

Customer Name	Customer Phone Number		
Street Address	City	State	Zip
Electric Meter Number / Meter Base			

Step 3

System Information

Equipment Selection Information					
Unit No.	Energy Factor	Capacity (Gallons)	Manufacturer	Model Number	Serial Number
1					
2					

Equipment Selection Information

Unit No.	Location of Equipment	Installation Room Size (feet)	Installation Clearances	Installation Checklist
1	<input type="checkbox"/> Garage <input type="checkbox"/> Attic <input type="checkbox"/> Basement <input type="checkbox"/> Other (please explain):	Length _____ x width _____ x height _____ = _____ cu. ft.	Air Inlet Side (ft.) _____ Air Outlet Side (ft.) _____ Back (in.) _____ Front (ft.) _____ Top (in.) _____	<input type="checkbox"/> There is adequate clearance to remove the air filter. <input type="checkbox"/> Installation complies with code and manufacturer specifications. <input type="checkbox"/> Condensate line drains at a slope to a drain or exterior. <input type="checkbox"/> Temperature and pressure relief valve is properly installed and not plugged. <input type="checkbox"/> Homeowner is aware of cooling effect and noise levels to expect in installation area. <input type="checkbox"/> Homeowner understands maintenance requirements. <input type="checkbox"/> Homeowner understands the safety instructions.
2	<input type="checkbox"/> Garage <input type="checkbox"/> Attic <input type="checkbox"/> Basement <input type="checkbox"/> Other (please explain):	Length _____ x width _____ x height _____ = _____ cu. ft.	Air Inlet Side (ft.) _____ Air Outlet Side (ft.) _____ Back (in.) _____ Front (ft.) _____ Top (in.) _____	<input type="checkbox"/> There is adequate clearance to remove the air filter. <input type="checkbox"/> Installation complies with code and manufacturer specifications. <input type="checkbox"/> Condensate line drains at a slope to a drain or exterior. <input type="checkbox"/> Temperature and pressure relief valve is properly installed and not plugged. <input type="checkbox"/> Homeowner is aware of cooling effect and noise levels to expect in installation area. <input type="checkbox"/> Homeowner understands maintenance requirements. <input type="checkbox"/> Homeowner understands the safety instructions.

Step 4

Quality Assurance Agreement

I hereby certify that I am a South Carolina licensed plumbing contractor and have completed the installation or replacement of HVAC equipment in accordance with the manufacturer's guidelines and Program requirements and have complied with all permitting requirements, as applicable. The information provided in this form is accurate and complete. I understand that Santee Cooper requires this form to be fully completed and all required documentation submitted in order to process related loans and/or rebate requests.

Technician Signature and Printed Name _____ Date _____

Send Completed Form to:

Mail: Santee Cooper Energy Support Services
 305A Gardner Lacy Rd Myrtle
 Beach, SC 29579
 Email: residential.energy@SanteeCooper.com