

2009 Application for Heat Pump, AC & Duct Company Listing

The Oregon Department of Energy maintains a list of companies that are qualified to install and test equipment for the Oregon Residential Energy Tax Credit.

In order to be listed, a company must meet several requirements:

- Employ a technician in good standing with the Performance Testing Comfort System Northwest (PTCS) program (www.ptcsnw.com). Proctor Engineering CheckMe! technicians are added to the PTCS database automatically.
- Complete and sign this agreement application.
- Have at least 2 key staff from your company participate in the annual Residential Energy Tax Credit program conference call update of program policies and procedures. You will be notified of the toll-free conference call number when you submit this application.

Your company name, phone number, Web site address and technologies provided will be displayed on our Web site and printed lists. This listing will apply for the calendar year 2009 as long as you have a technician in good standing with PTCS employed.

1. Company Information

First time Renewal

Company:	CCB#
Address:	
City, State, Zip:	
Mailing Address:	
City, State, Zip:	
Phone/Fax:	
Main Email:	
Web site:	
Region:	Coast <input type="checkbox"/> Portland/Metro <input type="checkbox"/> Mt.Hood/Gorge <input type="checkbox"/> Willamette Valley <input type="checkbox"/> Central Oregon <input type="checkbox"/> Eastern Oregon <input type="checkbox"/> Southern Oregon <input type="checkbox"/>

2. Key Administrative Personnel (2 names required)

<u>Name</u>	<u>Title</u>	<u>Phone</u>	<u>Email</u>

3. Tax Credit Certified Technicians Currently Employed

<u>Name</u>	<u>PTCS ID Number</u>	<u>Certification</u>
		Heat Pump <input type="checkbox"/> Duct <input type="checkbox"/> Both <input type="checkbox"/>
		Heat Pump <input type="checkbox"/> Duct <input type="checkbox"/> Both <input type="checkbox"/>
		Heat Pump <input type="checkbox"/> Duct <input type="checkbox"/> Both <input type="checkbox"/>
		Heat Pump <input type="checkbox"/> Duct <input type="checkbox"/> Both <input type="checkbox"/>

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Complete and sign and fax to 503-378-6000



OREGON
DEPARTMENT OF
ENERGY

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4. Technical Expertise

Duct Testing

- Yes, our company has a technician(s) in good standing with the Performance Testing Comfort System Northwest (PTCS) program (www.ptcsnw.com)

Heat Pump/Air Conditioning Diagnostics

- Yes, our company has a technician(s) in good standing with the Performance Testing Comfort System Northwest (PTCS) program (www.ptcsnw.com) or Proctor Engineering CheckMe!

5. Agreement and Signature

Requirements of a Tax-Credit Certified Company include the following.

A Tax-Credit Certified Company must:

- Assure the system is of the high quality, performance and durability.
- Assure the system owners have received a two-year full written warranty for the system that lasts no less than 24 months after the system is installed.
- Employ technicians who have completed requirements specified for the technology.
- Have two key administrative personnel participate in an annual update telephone conference call.
- Deal with both the Oregon Department of Energy staff and Oregon consumers in good faith with the highest professional conduct and adhere to tax credit program rules.
- Assure that all installations are done in accordance with local building codes and have been properly permitted.
- Provide the owner with a user manual.
- Explain proper operation and maintenance of the system to the owner.
- Complete the technical information on the tax credit application, sign the tax credit application where required, to verify installation and present the tax credit application to the owner to submit to the Oregon Department of Energy.
- Explain the tax credit application process and pass-through option to the owner.
- Not make false claims regarding Oregon Department of Energy tax-credit certification.

By signing below I certify I am authorized to sign for the company, and I agree to adhere the most current rules governing Oregon's Residential Energy Tax Credit Program (OAR 330-070), and additional requirements listed above. I understand that failure to meet these requirements is grounds for revocation of this listing qualification by the Oregon Department of Energy. I certify that the information provided is complete and accurate.

I will contact the Oregon Department of Energy of any changes to the information provided within 30 days of said change.

Printed Name

Title

Signature

Date

