City of North St. Paul

2020 Central A/C Tune-Up Rebate Instructions

By participating in the We Save program, you can save energy and earn a rebate when you have a qualifying Central A/C Tune-Up performed by a licensed and insured heating/cooling contractor.

What rebate can I earn?
Central A/C Tune-Up = $25

What is a qualified Central A/C Tune-Up?
To qualify for the Central A/C Tune-Up rebate, the service performed must meet the following Minimum Service Requirements:
- Check voltage
- Check thermostat operation & control sequence
- Inspect belt condition
- Inspect & lubricate blower
- Check coolant level & pressure
- Perform visual inspection of entire A/C system
- Clean & inspect condenser coil
- Clean, inspect, & lubricate motors
- Clean or replace air filter
- Confirm proper air flow
- Clean or replace air filter

When can Central A/C Tune-Ups be performed?
Central A/C tune-ups are typically scheduled during the months of April through October and determined by weather conditions.

How Do I Qualify?
- Residential customers receiving electric service from the City of North St. Paul are eligible for a rebate when they purchase a qualifying central A/C tune-up.
- **Central A/C tune-up service must be performed by a licensed and insured heating/cooling contractor.**
- **Central A/C tune-up service must meet the Minimum Service Requirements specified above.**
- Information on rebate application must match invoice.
- Utility and MMPA assume no liability for any incidental or consequential damages resulting from the central A/C tune-up services provided by the contractor.
- Customer must apply for rebate within one year from date central A/C tune-up was performed.
- Rebate application must include complete contractor information (including technician signature) and a copy of dated sales invoice. Incomplete rebate applications will not be processed.
- Limit one rebate per customer account per year.
- Rebate requests are processed on a first-come first-serve basis. Annual rebate funds are limited. Rebate programs, qualifications, and amounts are subject to change at any time.
- Qualifying customers must apply for rebate by November 30, 2020.

<table>
<thead>
<tr>
<th>Rebate Checklist:</th>
<th> Completed Application</th>
<th> Copy of dated invoice</th>
</tr>
</thead>
</table>

Questions? Please contact us.
- Phone: 651-747-2413
- Fax: 651-747-2425
- Email: barb.huelsman@northstpaul.org
- Website: northstpaul.org

Send Rebate Forms to:
- City of North St. Paul
- 2400 Margaret Street
- North Saint Paul, MN 55109

MMPA
Minnesota Municipal Power Agency

WeSaveHome
# 2020 Central A/C Tune-Up Rebate Application

**City of North St. Paul**

**COMPLETE THESE SIX EASY STEPS TO GET YOUR REBATE.**

## STEP 1: CUSTOMER INFORMATION

<table>
<thead>
<tr>
<th>Name:</th>
<th>Account #:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Email:</td>
<td>Phone:</td>
</tr>
<tr>
<td>Address:</td>
<td>City:</td>
</tr>
</tbody>
</table>

*If different from above, enter name and address where rebate should be sent:*

## STEP 2: CONTRACTOR INFORMATION

<table>
<thead>
<tr>
<th>Company Name:</th>
<th>Phone:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td>City:</td>
</tr>
</tbody>
</table>

## STEP 3: CENTRAL A/C TUNE-UP INFORMATION (TO BE COMPLETED BY TECHNICIAN)

- **Tune-Up Services Performed:** *(First box must be checked to qualify for rebate.)*
  - [ ] REQUIRED: Meet Minimum Service Requirements listed on Rebate Instructions sheet including condenser coil cleaning and air filter replacement or cleaning
  - [ ] OPTIONAL: Refrigerant charge correction and air flow correction

<table>
<thead>
<tr>
<th>Unit Size (Btuh or Tons):</th>
<th>SEER:</th>
<th>Residence Type:</th>
<th>Single Family</th>
<th>Multi Family</th>
</tr>
</thead>
<tbody>
<tr>
<td>Technician Name:</td>
<td>Tune-Up Cost $:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Technician Signature:</td>
<td>Date (mm/dd/yy):</td>
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</tr>
</tbody>
</table>

## STEP 4: CUSTOMER SATISFACTION SURVEY

- Overall satisfaction with service provided:  
  - [ ] Satisfied  
  - [ ] Did not meet my expectations
- Technician was on-time and professional:  
  - [ ] Agree  
  - [ ] Disagree

Additional Comments:

## STEP 5: ATTACH NECESSARY DOCUMENTATION

- [ ] Copy of dated invoice including description of service provided

## STEP 6: CUSTOMER SIGNATURE

I hereby certify that all information is accurate. I have read all information on this form and agree that MMPA may verify the information I have provided.

X  
Date (mm/dd/yy):

**FOR MMPA UTILITY USE ONLY. DO NOT WRITE IN THIS AREA.**

Approved By:  
Date (mm/dd/yy):  
Rebate ($): $25.00

Expires November 30, 2020