

If you have questions while completing this form, please contact your hometown electric utility weekdays during business hours for assistance.

Phone: 507-964-2378  
Fax: 507-964-5973  
Email: cityhall@arlingtonmn.com

**Send your completed applications to:**

City of Arlington  
204 Shamrock Drive  
Arlington, MN 55307

**Checklist For Application:**

- A copy of the dated invoice including description of service performed.
- Completed Application

MMPA encourages you to conserve energy at home. By participating in our We Save program, you can keep costs down and earn rebates when you have a qualifying Central A/C Tune-Up performed by a licensed and insured heating/cooling contractor.

**What rebate can I earn?**

A/C Tune-Up = **\$60**

**What is a qualified Central A/C Tune-Up?**

In order to qualify for the Central A/C Tune-Up rebate, the service performed must meet the following Minimum Service Requirements:

- |   |  |
|---|--|
| ✓ Check voltage                                 | ✓ Clean & inspect condenser coil                 |
| ✓ Check thermostat operation & control sequence | ✓ Clean, inspect, & lubricate motors             |
| ✓ Inspect belt condition                        | ✓ Clean or replace air filter                    |
| ✓ Inspect & lubricate blower                    | ✓ Confirm proper air flow                        |
| ✓ Check coolant level & pressure                | ✓ Perform visual inspection of entire A/C system |

**When can Central A/C Tune-Ups be performed?**

Central A/C Tune-Ups are typically scheduled during the months of April through October. Availability is determined by weather conditions.

**How Do I Qualify?**

- Residential customers receiving electric service from this municipal electric utility are eligible.
- **The Central A/C Tune-Up service must be performed by a licensed and insured heating/cooling contractor.**
- **The Central A/C Tune-Up service must meet the Minimum Service Requirements specified above.**
- The A/C Tune-Up service must be conducted in a home that receives electric service from this municipal utility.
- The municipal electric 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 tune-up was performed.
- Rebate applications must include complete contractor information (including license # and technician signature) and a copy of dated sales invoice. Failure to complete the rebate application will result in rejection of the rebate request.
- Rebates are limited to 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. The customer is responsible for checking with the local municipal electric utility to determine whether the program is still in effect.

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

**STEP 1: ENTER CUSTOMER INFORMATION** (please print clearly)

Customer Name \_\_\_\_\_  
 Account Number \_\_\_\_\_  
 Phone (daytime) \_\_\_\_\_ (alternate) \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 CUSTOMER TYPE (check one):  HOMEOWNER  RENTER  LANDLORD  OTHER  
 If different from above, name and address where rebate should be sent.  
 Name \_\_\_\_\_ Phone \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**STEP 2: ENTER CONTRACTOR INFORMATION** (please print clearly)

Company Name \_\_\_\_\_ License # \_\_\_\_\_  
 City/State/Zip \_\_\_\_\_ Phone \_\_\_\_\_

***This portion to be completed by Technician performing A/C Tune-Up.***

I hereby certify that A/C Tune-Up service performed meets the following Minimum Service Requirements.  
 (1) Check voltage; (2) Clean & inspect condenser coil; (3) Check thermostat operation & control sequence; (4) Clean, inspect, & lubricate motors; (5) Inspect belt condition; (6) Clean or replace air filter; (7) Inspect & lubricate blower; (8) Confirm proper air flow; (9) Check coolant level & pressure; (10) Perform visual inspection of entire A/C system

Technician Name \_\_\_\_\_  
 Technician Signature \_\_\_\_\_ Date \_\_\_\_\_

**STEP 3: ATTACH NECESSARY DOCUMENTATION** (*must be submitted with your rebate application*)

Copy of dated Contractor's invoice including description of service performed.

**STEP 4: PROVIDE STATISTICAL INFORMATION**

1. Did the MMPA rebate influence your buying decision?  Yes  No
2. The Minnesota Department of Commerce requests that utilities track the following information. (This information is for statistical purposes only.)  
 a) Find your household size in the table to the right.  
 b) Determine your gross annual household income.  
 c) My household income is above or below the amount corresponding to my household size.  Above  Below

No. of People	Annual Income
1	\$21,184
2	\$27,702
3	\$34,220
4	\$40,738
5	\$47,256
6	\$53,774
7	\$54,996
8	\$56,219

**STEP 5: CUSTOMER SATISFACTION SURVEY**

**Overall satisfaction with service provided by contractor**

Extremely Satisfied  Satisfied  Did not meet my expectations

**Technician was on-time, professional, and courteous**

Strongly Agree  Agree  Disagree

**Additional Comments:** \_\_\_\_\_  
 \_\_\_\_\_

**STEP 6: CUSTOMER SIGNATURE**

I hereby certify that all information is accurate including claims of efficiency, size and customer information. I have read all information on this form and agree that MMPA may verify all the information that I have provided.

X \_\_\_\_\_ Date \_\_\_\_\_

