

# CleanBC Better Homes Energy Savings Program Sample Invoice

## Invoice Requirements – Heat Pump Upgrade

Your heat pump invoice needs to have all the information identified below in order to meet the Energy Savings Program documentation requirements.

**SAMPLE INVOICE**



**1. The AHSP Company**  
1234 Main St. Vancouver, BC, V7J 2M3  
2. hello@AHSP.com; 866-238-1234

**3. PO # 112099**  
GST # 123456789 RT 0001  
**4. INVOICE DATE:** \_\_\_\_\_

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**5. Installation Address**  
Hugh Bewarm  
4353 Ontario St. Vancouver, BC  
V2M 4L8

INSTALL DATE	PLEASE PAY	DUE DATE
YYYY/MM/DD	\$1,850.00	YYYY/MM/DD

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DESCRIPTION	HRS/QTY	RATE	SUBTOTAL
<p><b>6.</b> An oil furnace on the main floor and baseboard heaters in the basement. We installed a variable speed eligible. Central Ducted Heat Pump. Baseboards Were retained in the basement.</p> <p><b>7.</b> Brand: <i>WarmAir</i> Outdoor model number: <i>KW30-898UX-012</i> Indoor model number(s): <i>KWV060UX</i> Heat Pump AHRI number: <i>1234567</i> System Tonnage: <i>1.5 Ton (18kBTU)</i> HSPF: <i>10.0</i> SEER: <i>18</i> Home/Heating Area: <i>1800sqft</i></p> <p><b>8.</b> The original oil furnace and tank was removed and disposed; in its place an eligible Central Ducted Heat Pump was installed.</p> <p><b>9.</b> Participant eligibility code e.g. (ESP1, ESP2, ESP3-Oil23ba859fa)</p>	1	17,000	17,000

**10.**

SUBTOTAL	\$17,000
GST (5%)	\$850
<b>TOTAL</b>	<b>\$17,850</b>
<u>EnergySavingsProgramRebate*</u>	<u>\$16,000</u>
<b>11. Balance Due</b>	<b>\$1,850</b>

1. Contractor's company name & address
2. Contractor's contact info
3. Invoice # and contractor's GST #
4. Invoice date
5. Participant's name and address
6. Describe the work completed (include a description of the type of heat pump installed how it meets the program heat distribution requirements)
7. Brand, model #s, AHRI #, Tonnage, HSPF & SEER ratings, home sqft/heating area
8. Describe if the previous heating equipment was removed or decommissioned
9. Participant Energy Savings Plan eligibility code (ESP1, ESP2 or ESP3)
10. Invoice & Rebate calculation
11. Balance due = participant portion

\* Rebate maximums differ based on the primary space heating prior to installation, the heat pump installed and the participant income level. Please ensure the proper amount is provided, contact the program if you have questions.

This document was developed to explain program invoice requirements. It is not an official rebate program document. All pricing and energy efficiency upgrade information is provided for example purposes only and does not represent a typical price or a recommended product. We accept no liability for any incomplete, inaccurate, or out of date information displayed.

For a complete list of current rebate amounts, product eligibility, documentation requirements, and terms and conditions, visit [betterhomesbc.ca/rebates/energy-savings-program](http://betterhomesbc.ca/rebates/energy-savings-program).

