

# CleanBC Better Homes Energy Savings Program Sample Invoice

## Invoice Requirements – Insulation Upgrade

Your insulation invoice needs to have all the information identified below to meet the program documentation requirements.

**SAMPLE INVOICE**



**1. The Insulators Co.**  
1234 Main St. Vancouver, BC, V7J 2M3  
**2. [hello@theinsulatorsco.com](mailto:hello@theinsulatorsco.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

6. INSTALL DATE	PLEASE PAY	DUE DATE
YYYY/MM/DD	\$910.00	YYYY/MM/DD

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DESCRIPTION	Square Footage	R-value of new insulation	SUBTOTAL
<b>7. Location: Attic</b>	1400	R30	\$3,000.00
a. Type of insulation: blown-in b. Starting & Final R-value: R10 to R40			
<b>7. Location: Exterior Wall Cavity</b>	600	R16	\$1,600.00
a. Type of Insulation: Blown-in b. Starting & final R-value: R0-R16			
<b>8. Participant eligibility code:</b> e.g. (ESP1, ESP2-Oil23ba859fa)			
<b>9. Rebate calculation (sqft * R-value added * price per square foot)</b> Attic (ESP1): 1400*30*0.05 = \$2,100.00 – rebate max \$2,000.00 Exterior Wall Cavity (ESP1): 600*16*0.20 = \$1,920 Total Energy Savings Program Rebate = \$3,920.00			

**10.**

SUBTOTAL	\$4,600.00
GST (5%)	\$230.00
<b>TOTAL</b>	<b>\$4,830.00</b>
<b>EnergySavingsProgramRebate*</b>	<b>\$3,920.00</b>
<b>11. Balance Due</b>	<b>\$910.00</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. Installation date
7. Describe the work completed. Specifically, in each area of the house that has been upgraded and/or different had a different insulation treatment indicate the following:
  - a. Location of insulation;
  - b. starting and final R-value;
  - c. total amount added in square feet.
8. Participant Energy Savings Plan eligibility code (ESP1 or ESP2)
9. Rebate calculation\*
10. Invoice calculation
11. Balance due = Participant portion

\*Rebate price per square foot can be found in the [rebate eligibility requirements](#).

\* Rebate price per square foot differ based location and participant income level. Insulation upgrades are only available to income level 1 & 2. 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).

