


# 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 AHSP Company**  
1234 Main St. Vancouver, BC, V7J 2M3  
2. [hello@AHSP.com](mailto:hello@AHSP.com); 866-238-1234

**3. PO # 112099**  
GST # 123456789 RT 0001

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

INVOICE DATE	PLEASE PAY	DUE DATE
30/06/24	\$241.50	30/07/24

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DESCRIPTION	HRS/QTY	RATE	SUBTOTAL
<b>6. Location: Attic</b> a. Type of insulation: blown-in b. Starting & Final R-value: R10 to R40 c. Square footage: 1400	1	\$1,600.00	\$1,600.00
<b>6. Location: Exterior Wall Cavity</b> a. Type of Insulation: Blown-in b. Starting & final R-value: R0-R16 c. Square footage: 1800	1	\$3,000.00	\$3,000.00
<b>9. Participant eligibility code</b> e.g. (ESP1, ESP2, ESP3- 23ba859fa)			

**10.**

SUBTOTAL	\$4,600.00
GST (5%)	\$230.00
<b>TOTAL</b>	<b>\$4,830.00</b>
<u>EnergySavingsProgramRebate*</u>	<u>\$4,588.50</u>
<b>9. Balance Due</b>	<b>\$241.50</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. 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.
7. Participant Energy Savings Plan eligibility code (ESP1, ESP2 or ESP3)
8. Invoice & Rebate calculation
9. Balance due = Participant portion

\* Rebate maximums differ based on the 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 We accept no liability for any incomplete, inaccurate, or out of date information displayed.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).

