

2026 CENTRAL AC & AIR SOURCE HEAT PUMP TUNE-UP REBATE APPLICATION

SECTION A. CUSTOMER INFORMATION (please print)

Step 1:

Customer Name (as it appears on your RPU bill)		Account Number	
Installation Address		City	State Zip Code
Mailing Address (if different from Installation Address)		City	State Zip Code
Contact Phone Number (with area code) ☐ Home ☐ Cell ☐ Other:		Email Address	

Step 2:

- ☐ Please apply rebate to my account. **NOTE: Rebates \$500 and less will be issued as a bill credit to your account.**
- ☐ Please send me a rebate check. **If a box is not checked, rebates greater than \$500 will also be issued as a bill credit.**

Step 3:

How did you hear about CONSERVE & SAVE™? (pick one)

- ☐ Contractor/Retailer ☐ Radio/TV ☐ Social Media ☐ RPU Plugged In Newsletter ☐ RPU Employee ☐ RPU Website ☐ Other:

Step 4:

I am a: ☐ Residential Customer ☐ Commercial Customer	My building type is: ☐ Single Family ☐ Multi-Family (buildings with two or more units)	I am a: ☐ Owner/Occupant ☐ Owner/Non-Occupant ☐ Renter	My building is heated by: ☐ Electric ☐ Gas ☐ Don't Know	My water heating is: ☐ Electric ☐ Gas ☐ Don't Know
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Step 5: SIGNATURE

- By typing my first and last names in the Customer Signature box below, I certify:
- ☐ I have completely filled out Section A.
- ☐ All serviced equipment is installed at the address listed in Section A.
- ☐ My technician has completely filled out Sections B and C and signed below.
- ☐ I have read, understand, and agree to the terms and conditions – Section D, #1.
- ☐ I have attached all support materials – Section D, #3.

**REBATES \$500 AND UNDER
WILL BE APPLIED TO YOUR ACCOUNT.**

Please allow 6-8 weeks for processing.
Missing or incorrect information
will increase the processing time.

Customer Signature	Date
Technician Signature	Date

OFFICE USE ONLY	Services: ☐ Electric ☐ Water	TOTAL REBATE AMOUNT:
Date Received:	Date Processed:	\$
Equipment Codes:		
Rebate ID:	Verified By:	File Name:

SECTION B. CONTRACTOR INFORMATION (This section to be completed by contractor. Please print.)

Business Name		Technician Name	
Mailing Address		City	State Zip Code
Contact Phone Number (with area code)		E-mail Address	

SECTION C. EQUIPMENT & SERVICE INFORMATION (This section to be completed by contractor. Please print.)**FIRST UNIT EQUIPMENT TYPE:** ☐ Central AC ☐ Air Source Heat Pump (Window/room air conditioners and mini-split units do not qualify.)

Manufacturer		Serial Number		Model Name	
				☐ IEER	☐ HSPF (Heat Pumps Only)
Model Number	Quantity	Cooling Capacity (tons)	Efficiency Rating (enter value then check one)	☐ SEER ☐ SEER2	☐ HSPF2 (Heat Pumps Only)

SECOND UNIT EQUIPMENT TYPE: ☐ Central AC ☐ Air Source Heat Pump (Window/room air conditioners and mini-split units do not qualify.)

Manufacturer		Serial Number		Model Name	
				☐ IEER	☐ HSPF (Heat Pumps Only)
Model Number	Quantity	Cooling Capacity (tons)	Efficiency Rating (enter value then check one)	☐ SEER ☐ SEER2	☐ HSPF2 (Heat Pumps Only)

SERVICE INFORMATION:

Date of Service::

Cost of Service:

SERVICE CHECKLIST: **TECHNICIAN: Please sign the front of this application to certify all checklist items have been completed!****CHOOSE ONE:**☐ **OPTION 1: \$20 REBATE****Coil cleaning and filter change/cleaning (one rebate per cooling unit every two years)**

- ☐ Perform visual inspection of entire cooling system
- ☐ Clean or replace air filter as needed
- ☐ Inspect and clean condenser coil

Notes/comments:

☐ **OPTION 2: \$40 REBATE****Refrigerant charge and airflow adjustment (one rebate per cooling unit every five years)**

- ☐ Perform visual inspection of entire cooling system
- ☐ Check refrigerant charge level and correct as necessary
- ☐ Check airflow and adjust as necessary

Notes/comments:

☐ **OPTION 3: \$60 REBATE (INCLUDES OPTIONS 1 AND 2)****Coil cleaning, filter change/cleaning, refrigerant charge, and airflow adjustment (one rebate per cooling unit every five years)**

- ☐ Perform visual inspection of entire cooling system
- ☐ Clean or replace air filter as needed
- ☐ Inspect and clean condenser coil
- ☐ Check refrigerant charge level and correct as necessary
- ☐ Check airflow and adjust as necessary

Notes/comments:

SECTION D. REBATE APPLICATION CHECKLIST

Use this checklist to make sure you have completed the necessary steps to receive your rebates:

☐ 1. Read the following terms and conditions to determine if you are eligible for a rebate:

- Only one installation address per application. This program is only for existing homes and small commercial customers with central air conditioners or air source heat pumps less than or equal to 5.5 tons (66,000 btu's). New construction is not eligible. **Customers are eligible for a tune-up rebate every two to five years, depending on the service performed (see SECTION C).** Customers who have a service agreement with an HVAC dealer are eligible provided that the service contract is provided with the rebate application.
- Rebates are intended for customers, not contractors or builders.
- Rebates \$500 or less will be issued as a bill credit to your account. Rebates will not exceed the purchase price. Rochester Public Utilities (RPU) reserves the right to apply rebates to past due accounts.
- To qualify for a rebate, the Central AC & Air Source Heat Pump Tune-Up must be performed on equipment connected to an active electric service supplied by RPU and is subject to inspection.
- The tune-up must be performed by a professional HVAC service technician. RPU assumes no liability for any incidental or consequential damages resulting from the tune-up provided by the service technician. RPU reserves the right to reject any rebate application submitted as a result of work performed by a contractor who has failed to adhere to the terms and conditions established for the rebate program.
- The tune-up must meet the Minimum Service Requirements as specified in this rebate application SECTION C. EQUIPMENT & SERVICE INFORMATION.
- Due to limited funding, this rebate offer can be withdrawn at any time without notice. Applications will be processed on a first-come, first-served basis. All applications from this year's purchases (2026) must be received by March 31, 2027.
- Rebates can only be offered on tune-ups that are completed while funding is in effect. In the event our program is discontinued due to depleted funds, we will not provide a rebate for items installed between the discontinued date and the end of that year.

☐ 2. Customer must complete Section A. Contractor must complete Sections B and C making sure to fill out all required sections in detail. Allow 6-8 weeks for processing. Missing or incorrect information will increase the processing time.

☐ 3. Include a final, detailed copy of the original service receipt or invoice showing the customer name as well as the date, description, and cost of service.

☐ 4. Sign and date the application.

☐ 5. Information contained in this rebate application may be shared with the Minnesota Department of Commerce and our co-op partners.

☐ 6. Submit completed forms and required documentation to RPU.

Send by Mail: Rochester Public Utilities
Attn: Rebate Processing
4000 East River Rd NE
Rochester, MN 55906-2813

Send by Email: rebates@rpu.org

Questions: 507-280-1537

Website: www.rpu.org



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