



## Online Contractor Network Portal: Tips to Improve Application Success

Big thanks to everyone in our Contractor Network for investing resources into entering applications and providing documentation in the [online application portal](#) so that our mutual customers can successfully receive their HVAC rebates.

Here are some tips for improving the likelihood of success with first-time applications for both you and your customers:

**1. Verify equipment eligibility—check and document the AHRI number for the system *first*.**

ENERGY STAR® certification is the baseline requirement for most HVAC and appliance rebates. The [AHRI Certification Directory](#) contains the performance information needed to show that the systems meet eligibility criteria. Most rejected HVAC applications do not meet the required SEER, EER or HSPF values.

**2. Include project details *on the invoice* as well as on the application.**

Please document the type of equipment you are removing (CAC, heat pump, oil heater/boiler, etc.) as well as the equipment being installed, especially for fuel-switch applications. Include the AHRI number or all manufacturer and model numbers and product fuel type on the invoice. Propane and oil equipment do not qualify for rebates.

**3. Set up a rebate account via “PECO Rebate Login.”**

Find it at the top of the rebate portal page after your customers select “Learn More and Apply.” This is the third step in the application process and is required for a rebate.

**4. Don’t forget the ECM.**

Air handlers and natural gas furnaces (never propane or oil) are eligible for an additional \$100 rebate for an electronically commutated motor, if equipped.

**5. Submit rebate applications within 90 days of the service or installation.**

We encourage customers to submit their applications within 90 days of service or installation, but we understand that projects sometimes get delayed, so exceptions can be made. Natural gas conversions are an exception to the time frame requirement and are addressed on an individual basis.

PECO wants eligible customers to take advantage of all available rebates for reducing the cost of their purchases of energy-efficient equipment. When it comes to informing and educating customers, contractors are on the front lines. Rebates help sell projects by reducing your customers’ out-of-pocket costs. Our registered Contractor Network gets the latest information on program updates and events you’ll want to promote. Consider registering an account on the Contractor Network today at [peco.com/ContractorRebatePortal](https://peco.com/ContractorRebatePortal).