

## INSTRUCTIONS TO APPLY

### 1 CHECK ELIGIBILITY FOR THE PROGRAM

- Read all Terms and Conditions carefully to confirm your eligibility to participate in the Residential Multifamily Program. Visit [DominionEnergy.com](http://DominionEnergy.com) to learn more about the program and view the full list of qualifying measures.

### 2 SCHEDULE A HOME ENERGY AUDIT AND COMPLETE INSTALLATIONS

- A home energy audit must be completed before any measures are installed. Only one audit is required per location during the program time period. Please contact a participating contractor to schedule your audit.
- Once the home energy audit is complete, you can work with our list of participating contractors to install energy-efficient improvements for your home during the program time period.

### 3 SUBMIT A REBATE APPLICATION

- Submit a rebate application within 45 days of the service date. If you are applying for rebates for Measures 17 to 30, you must include a copy of the dated contractor invoice and/or product specification sheet.
- Submit the rebate application in one of three ways below:
  - Email: [RMFP@Honeywell.com](mailto:RMFP@Honeywell.com)
  - Fax: 804-515-1587
  - Mail: Honeywell Smart Energy  
7870 Villa Park Drive, Suite 800 • Richmond, VA 23228
- You may be contacted for a post-installation quality assurance inspection to verify that your application meets program guidelines.

### 4 RECEIVE INCENTIVE PAYMENT

- When your rebate application is approved, a rebate check will be mailed to you or the participating contractor.

## TERMS AND CONDITIONS

These terms and conditions apply to the Residential Multifamily Program ("Program"). The Program was approved by the Virginia State Corporation Commission.

Any reference in these documents to "Dominion," "Dominion Energy," or "Dominion Energy Virginia" should be read as a reference to Virginia Electric and Power Company d/b/a Dominion Energy Virginia, as well as its authorized agents and contractors.

### ENROLLMENT QUALIFICATIONS AND REQUIREMENTS FOR PARTICIPATION

- Service must be performed **on or after January 15, 2021**.
- Program participant must be a Dominion residential customer living in a multifamily community with individually metered units, such as an apartment or condominium ("Customer") in the Commonwealth of Virginia. The Customer must receive Electric Supply Service and Electric Delivery Service in accordance with a residential rate schedule, such as Schedule 1. Customer must be the party that is responsible for the electric bill and either own the multifamily unit or otherwise able to secure permission to complete measures. Customers who do not occupy all-electric multifamily units are eligible for some measures as indicated in the program measures chart.
- Customer is eligible for one rebate application per location for the following direct install measures during the Program time period: Hot Water Appliances, Lighting, Efficient Faucets and Aerators, Refrigerator Coil Brush and Refrigerator Thermometer (the "Direct Install Measures").
- Customer is eligible for one rebate application per location for the following major measures during the Program time period: Air Sealing, Attic Insulation, and Drill and Fill Wall Insulation.
- Customer may be eligible for more than one rebate application per location for the following major measures during the Program time period: HVAC Tune-Up, HVAC Upgrade, Duct Sealing, Energy Star® Appliance Installation and Smart Thermostat Installation (collectively with the major measures described in Item 4 above, the "Major Measures").
- Customer who has previously received a rebate for the DSM II Heat Pump Upgrade program between August 1, 2012 to December 31, 2016 is not eligible to receive another rebate for installing the same measure on the same system.
- Customer is eligible for one HVAC Tune-Up measure per unit during the program time period. HVAC units in operation for less than six (6) months are not eligible to receive a HVAC Tune-Up. Geothermal heat pump units do not qualify. Units must be in working condition prior to tune-up. Any deficiencies identified during the tune-up, including refrigerant charge, must be corrected and noted by technician on the rebate application in order for Customer to qualify for the rebate program.
- Customer is eligible for one Heat Pump Upgrade measure per unit during the program time period. Simultaneous participation in the HVAC Tune-Up and Heat Pump Upgrade measures on the same unit is prohibited.
- Work must be completed by a participating contractor that is in Dominion's network when the work begins.
- Dominion and/or its designees including program administrators and evaluation contractors reserve the right to review installations to verify completion and measure energy savings to ensure compliance with all Program requirements. Such reviews will be made at a time convenient to the Customer. Denial of such verification or misrepresentation of installation location or measure eligibility may result in forfeiture of the rebate.
- Service must be completed in accordance with all laws, codes and other requirements applicable under federal, state and local authority.
- The Customer understands that it may be contacted by Dominion via survey or questionnaire to provide feedback regarding Customer satisfaction with the program.

### PAYMENT

- Rebate application must be submitted within 45 days of the service date.** The contractor submits the rebate application for the Residential Multifamily Program. Failure to provide any of the required information will delay processing of Customer's application and could result in nonpayment. It is the responsibility of the Customer to assure that all requirements for the rebate are met. Dominion retains the right to deny participation to Customer for failure to comply with the enrollment qualifications and requirements for participation.
- Rebate payments are based on the date of service. Customers must abide by the rules and rebate levels in effect on the date of service.
- Payment will be issued to the account holder and mailing address on record with the utility unless the Customer has authorized in writing that payment be made to the contractor specified in this document.
- Please allow up to 90 days from the date all required information is received to process your rebate.**
- Customer is urged to seek appropriate consultation concerning any tax liabilities that could be associated with the receipt of the rebate.

### OTHER REQUIREMENTS

- Program procedures, requirements and rebate levels are subject to change or cancellation without notice and are subject to Program funds being available and regulatory approval.
- Dominion, its parents, subsidiaries, employees, affiliates and agents assume no responsibility for, and make no representations (express or implied) about the performance of the equipment or equipment warranty for equipment supplied or serviced by, the quality of the work or labor performed by, the quality of the materials supplied by, and/or the acts or omissions of, itself or any participating contractor.
- By participating in this Program, the Customer hereby agrees to indemnify, defend and hold harmless Dominion, its parents, subsidiaries, employees, affiliates, contractors, and agents from any and all liability associated with the Program. Dominion shall not be liable for loss or damage to any person or property whatsoever, resulting directly or indirectly from participation in this Program.
- Dominion retains all rights to energy and demand savings resulting from measures installed under this Program for a maximum of four years. Dominion has the exclusive right to enroll, nominate, or offer a bid for energy or demand reductions resulting from measures installed under this Program into load management programs, demand response programs, or auctions operated by PJM Interconnection L.L.C. ("PJM"), the regional electric transmission organization of which the Company is a member. Customer's participation in this Program means that the Customer is consenting to Dominion sharing the Customer's pertinent information with PJM, Dominion's agents, and contractors, including, but not limited to, its implementing contractors and its measurement and verification vendor. Pertinent Customer information includes, but is not limited to, energy usage and billing information, account holder name, address, other contact information, measures installed, period of installation, demand/energy reductions resulting from measures installed under this Program and the technical basis for such reductions, loss factors, coincidence factors, interactive factors, building type, type of appliance at the home, and other information necessary to implement and monitor the Program, including any other information as required by PJM or any other regulatory authority.
- These Program specific terms and conditions are in addition to the terms and conditions of service currently on file with the Virginia State Corporation Commission and contained in any agreement between the Customer and a Program vendor. To the extent there is any conflict among such terms and conditions, these Program specific terms and conditions shall control.

# Residential Multifamily Program APPLICATION FOR VIRGINIA

APPLICATION CHECKLIST

**Complete the checklist below and submit all required documents. Rebate cannot be processed with any missing information or blank fields.**

Who is submitting this rebate application?  Customer  Contractor

I \_\_\_\_\_ (Your Initials) **HAVE READ THE INSTRUCTIONS AND TERMS AND CONDITIONS ON PAGE 1.**

Completed Home Energy Audit.

Completed entire rebate application.

✓ Submit in one of three ways:

- 1 **Email:** [RMFP@Honeywell.com](mailto:RMFP@Honeywell.com)
- 2 **Fax:** 804-515-1587
- 3 **Mail:** Honeywell Smart Energy  
7870 Villa Park Drive, Suite 800  
Richmond, VA 23228

CUSTOMER DETAILS

Name on Dominion Energy Account:	Dominion Energy Account Number: <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
Service Address:	<b>REBATE PAYMENT METHOD</b>
City: State: Zip Code:	
Key Contact Name:	
Email Address:	I _____ (Your Initials) understand that my rebate incentive in the amount of \$ _____ will be paid directly to the contractor specified in this document and recognize that I have received the equivalent value of this amount through services provided, unless I check here <input type="checkbox"/> to have the rebate check sent to me.
Home Phone: Work Phone:	Type of Multifamily Unit (Check one): <input type="checkbox"/> Dwelling <input type="checkbox"/> Common Area (Non-Res Application)
I <input type="checkbox"/> own <input type="checkbox"/> lease this property. Do you have authority to approve work on the property? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<i>The following question is optional:</i> Did the rebate incentive offered by Dominion Energy have any influence in your decision to have the work performed? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<i>By signing this application, I agree to the above terms and conditions. I authorize Dominion Energy Virginia to release pertinent electrical usage information through Honeywell Smart Energy as their implementation contractor to the participating contractor listed below. I certify that I am the Dominion Energy Virginia customer and owner or lessee of the residence described above.</i>	
_____	_____
Customer Name (please print)	Customer Signature
_____	_____
Date	

CONTRACTOR DETAILS

Company Name:	Technician Name:
Company Street Address	Service Date:
City:	State: Zip Code:
Company Phone:	Email Address:
_____	_____
Technician Signature	Date

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## Building Envelope

Rebate cannot be processed with any missing information.

### AIR SEALING (Measures 44-45)

Cooling System Type:				<input type="checkbox"/> Central A/C	<input type="checkbox"/> Packaged System A/C	<input type="checkbox"/> Window Unit A/C	<input type="checkbox"/> Heat Pump: Air Source	<input type="checkbox"/> Heat Pump: Water Source
				<input type="checkbox"/> Heat Pump: Geothermal, Open Loop (rare)	<input type="checkbox"/> Heat Pump: Geothermal, Closed Loop	<input type="checkbox"/> Heat Pump: Ductless Mini Split	<input type="checkbox"/> None	
Heating System Type:				<input type="checkbox"/> Heat Pump: Air Source	<input type="checkbox"/> Heat Pump: Water Source	<input type="checkbox"/> Heat Pump: Geothermal, Open Loop (rare)		
				<input type="checkbox"/> Heat Pump: Geothermal, Closed Loop	<input type="checkbox"/> Heat Pump: Ductless Mini Split	<input type="checkbox"/> Electrical Resistance Heat	<input type="checkbox"/> Non-Electric	<input type="checkbox"/> None
Home's Calculated MVR:		CFM Reduction:						
		<input type="checkbox"/> <20% or <2000CFM = Limited <input type="checkbox"/> 20-30% or 2000 to 3000CFM = Moderate <input type="checkbox"/> >30% or 3000CFM = Extensive						
CFM 50 Envelope Only Pre-Installation (CFM25 fields are only required when Duct-Testing-Method does NOT = Modified Blower Door Subtraction):					CFM 50 Envelope Only Post-Installation (CFM25 fields are only required when Duct-Testing-Method does NOT = Modified Blower Door Subtraction):			
Hours Involved:		Primary Heating Fuel:		Conditioned Space (Sq Ft):		No. of Floors:		
		<input type="checkbox"/> Electric <input type="checkbox"/> Non-Electric						

### ATTIC INSULATION (Measures 62-81) Rebate only applicable to added insulation up to a total of R-38

Area free of moisture issues?				<input type="checkbox"/> Yes	<input type="checkbox"/> No			
Cooling System Type:				<input type="checkbox"/> Central A/C	<input type="checkbox"/> Packaged System A/C	<input type="checkbox"/> Window Unit A/C	<input type="checkbox"/> Heat Pump: Air Source	<input type="checkbox"/> Heat Pump: Water Source
				<input type="checkbox"/> Heat Pump: Geothermal, Open Loop (rare)	<input type="checkbox"/> Heat Pump: Geothermal, Closed Loop	<input type="checkbox"/> Heat Pump: Ductless Mini Split	<input type="checkbox"/> None	
Heating System Type:				<input type="checkbox"/> Heat Pump: Air Source	<input type="checkbox"/> Heat Pump: Water Source	<input type="checkbox"/> Heat Pump: Geothermal, Open Loop (rare)		
				<input type="checkbox"/> Heat Pump: Geothermal, Closed Loop	<input type="checkbox"/> Heat Pump: Ductless Mini Split	<input type="checkbox"/> Electrical Resistance Heat	<input type="checkbox"/> Non-Electric	<input type="checkbox"/> None
Old Insulation Type:				<input type="checkbox"/> Blown Fiberglass	<input type="checkbox"/> Blown Cellulose	<input type="checkbox"/> Loose Fill Rock Wool	<input type="checkbox"/> Fiberglass Batt	
				<input type="checkbox"/> Rock Wool Batt	<input type="checkbox"/> Denim Batt	<input type="checkbox"/> None		
Old Insulation Thickness (Inches):		Primary Heating Fuel:		Conditioned Space (Sq Ft):		No. of Floors:		
		<input type="checkbox"/> Electric <input type="checkbox"/> Non-Electric						
New Insulation R-Value:				<input type="checkbox"/> R19	<input type="checkbox"/> R24	<input type="checkbox"/> R30	<input type="checkbox"/> R38	
New Insulation Type:				<input type="checkbox"/> Dense Pack	<input type="checkbox"/> Blown Fiberglass	<input type="checkbox"/> Blown Cellulose		
Area of New Attic Insulation (Sq Ft):		Thickness of New Insulation (Inches):		Above Sheathing Ventilation:		Access Panels Insulated to R19:		
				<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No		

### DRILL & FILL WALL INSULATION (Measures 82-84)

Cooling System Type:				<input type="checkbox"/> Central A/C	<input type="checkbox"/> Packaged System A/C	<input type="checkbox"/> Window Unit A/C	<input type="checkbox"/> Heat Pump: Air Source	<input type="checkbox"/> Heat Pump: Water Source
				<input type="checkbox"/> Heat Pump: Geothermal, Open Loop (rare)	<input type="checkbox"/> Heat Pump: Geothermal, Closed Loop	<input type="checkbox"/> Heat Pump: Ductless Mini Split	<input type="checkbox"/> None	
Heating System Type:				<input type="checkbox"/> Heat Pump: Air Source	<input type="checkbox"/> Heat Pump: Water Source	<input type="checkbox"/> Heat Pump: Geothermal, Open Loop (rare)		
				<input type="checkbox"/> Heat Pump: Geothermal, Closed Loop	<input type="checkbox"/> Heat Pump: Ductless Mini Split	<input type="checkbox"/> Electrical Resistance Heat	<input type="checkbox"/> Non-Electric	<input type="checkbox"/> None
Old Insulation R-Value:				<input type="checkbox"/> None	<input type="checkbox"/> R6			
Old Insulation Thickness (Inches):								
New Insulation R-Value:				<input type="checkbox"/> R13				
New Insulation Type:				<input type="checkbox"/> Dense Pack	<input type="checkbox"/> Blown Fiberglass	<input type="checkbox"/> Blown Cellulose		
New Insulation Wall Area (Sq Ft):		New Insulation Thickness (Inches):		Primary Heating Fuel:		Conditioned Space (Sq Ft):		No. of Floors:
				<input type="checkbox"/> Electric <input type="checkbox"/> Non-Electric				