Invoice Requirements

Your window and door invoice needs to have all the information identified below in order to meet the program documentation requirements.



- Contractor's company name & address
- Contractor's contact information
- Invoice number & contractor GST number
- Invoice date
- Participant name & address
- Description of work, number of windows & doors installed
- Certification of each window and door including:
 - Make & model numbers for all windows and doors

OR

NRCan reference numbers or Certified Products Directory (CPD) number provided by one of the following certifying bodies:

- Canadian Standards Association (CSA);
- Intertek Canada (Intertek);
- Labtest Certification (LC);
- QAI Laboratories (QAI); or
- National Fenestration Ratings Council (NFRC)

- Metric U-Factor rating (W/m²-K) of each window and door
- Cost (including labour)
- Proof of payment or payment plan (e.g. PAID stamp)

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Document updated January 2020.





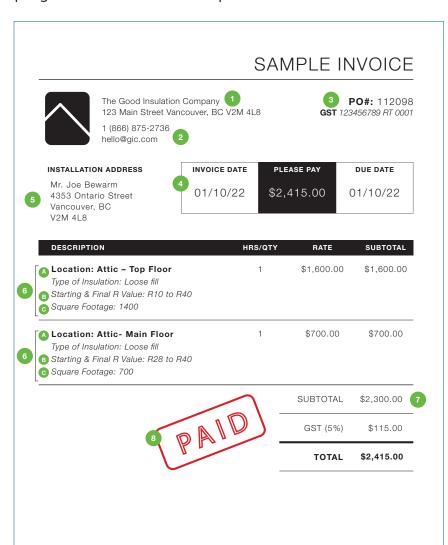






Invoice Requirements

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



- Contractor's company name & address
- Contractor's contact information
- Invoice number & contractor GST number
- Invoice date
- Participant name & address
- In each area of the house that has been upgraded and/or had a different insulation treatment, indicate the following:
 - Location of installation (attic; wall cavities; wall sheating; basement/ crawlspace walls; exposed floor; joist header; crawlspace, etc.)
 - Starting and final R-value
 - Total amount added in square feet
- Cost (including labour)
- Proof of payment or payment plan (e.g. PAID stamp)

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Document updated May 2019.





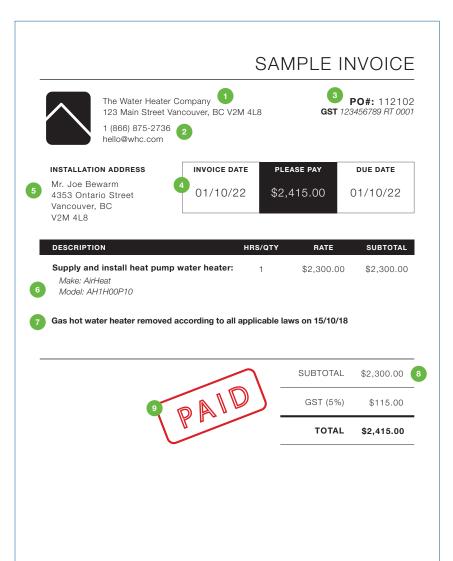






CleanBC Better Homes and Home Renovation Rebate Programs **Invoice Requirements**

Your heat pump hot water heater invoice needs to have all the information identified below in order to meet the program documentation requirements.



- Contractor's company name & address
- Contractor's contact information
- Invoice number & contractor GST number
- Invoice date
- Participant name & address
- Make & model number of the system
- If converting from fossil fueled hot water, description of removal of fossil fueled hot water system
- Cost (including labour)
- Proof of payment or payment plan (e.g. PAID stamp)

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Document updated May 2019.





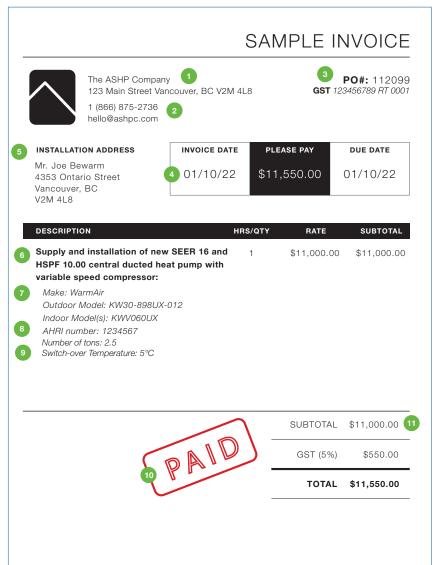






Invoice Requirements - Converting from Fossil Fuels to Dual Fuel Heat Pump

Your heat pump invoice needs to have all the information identified below in order to meet the program documentation requirements.



- Contractor's company name & address
- Contractor's contact information
- Invoice number & contractor GST number
- Invoice date
- Participant name & address
- Indicate that a variable speed compressor has been installed
- Make & model numbers for all components
- AHRI number or copy of AHRI certificate and tonnage of system
- Central heat pumps (Tier 2): switch-over temperature of the thermostat, outdoor switch-over control or equipment control board (if natural gas or propane back up retained)
- Proof of payment or payment plan (e.g. PAID stamp)
- Cost (including labour)

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Document updated April 2022.





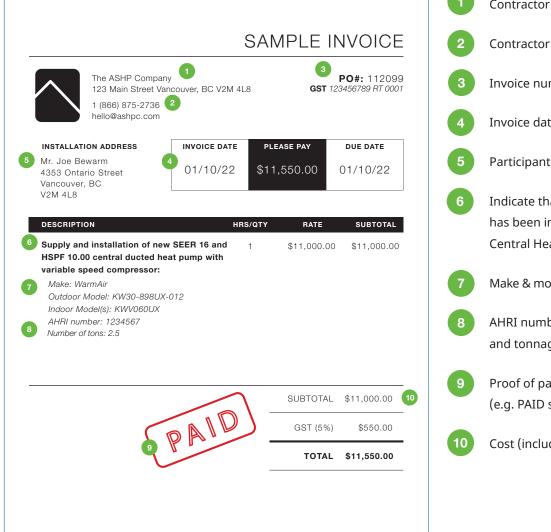






Invoice Requirements - Upgrading from Electric Space Heating to Heat Pump

Your heat pump invoice needs to have all the information identified below in order to meet the program documentation requirements.



- Contractor's company name & address
- Contractor's contact information
- Invoice number & contractor GST number
- Invoice date
- Participant name & address
- Indicate that a variable speed compressor has been installed - not required for Central Heat Pumps (Tier 1)
- Make & model numbers for all components
- AHRI number or copy of AHRI certificate and tonnage of system
- Proof of payment or payment plan (e.g. PAID stamp)
- Cost (including labour)

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Document updated April 2022.





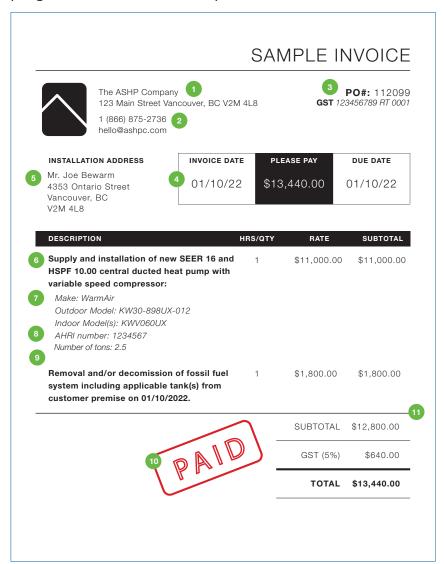






Invoice Requirements - Converting from Fossil Fuels to Heat Pump

Your heat pump invoice needs to have all the information identified below in order to meet the program documentation requirements.



- Contractor's company name & address
- Contractor's contact information
- Invoice number & contractor GST number
- Invoice date
- Participant name & address
- Indicate that a variable speed compressor has been installed
- Make & model numbers for all components
- AHRI number or copy of AHRI certificate and tonnage of system
- Central heat pumps (Tier 2): switch-over temperature of the thermostat, outdoor switch-over control or equipment control board (if natural gas or propane back up retained)
- Proof of payment or payment plan 10 (e.g. PAID stamp)
- Cost (including labour)

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Document updated February 2022.





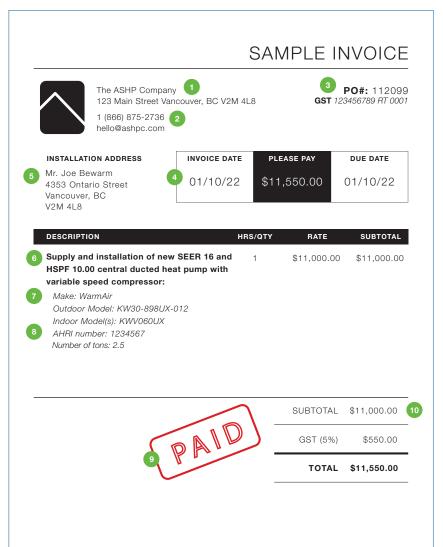






Invoice Requirements - Converting from Wood to Heat Pump

Your heat pump invoice needs to have all the information identified below in order to meet the program documentation requirements.



- Contractor's company name & address
- Contractor's contact information
- Invoice number & contractor GST number
- Invoice date
- Participant name & address
- Indicate that a variable speed compressor has been installed
- Make & model numbers for all components
- AHRI number or copy of AHRI certificate and tonnage of system
- Proof of payment or payment plan (e.g. PAID stamp)
- Cost (including labour)

If you are removing your wood heating system, before and after photos of the system's removal are required.

If you retain your wood heating system, you will also require an inspection report completed by a Wood Energy Technology Transfer Inc. (WETT)-certified professional.

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Document updated October 2020.





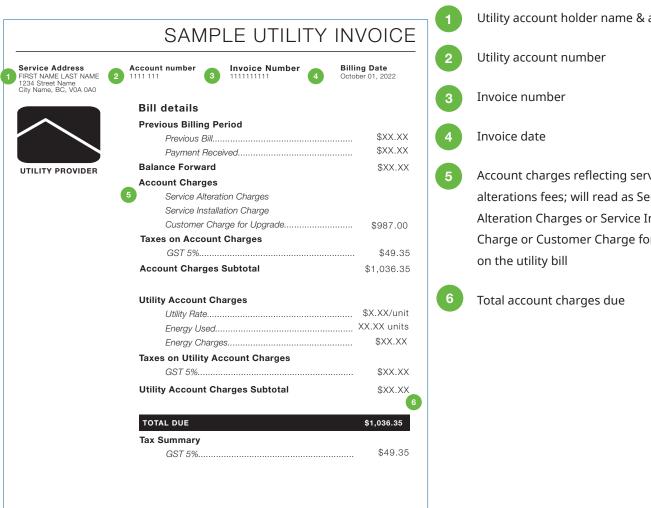






CleanBC Better Homes and Home Renovation Rebate Programs **Invoice Requirements**

You must have an invoice from your utility and an electrical contractor invoice for the electrical service upgrade rebate. The utility provider invoice needs to have all the information identified below in order to meet the program documentation requirements.



Utility account holder name & address

Account charges reflecting service alterations fees; will read as Service Alteration Charges or Service Installation Charge or Customer Charge for Upgrade

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Document updated October 2019.





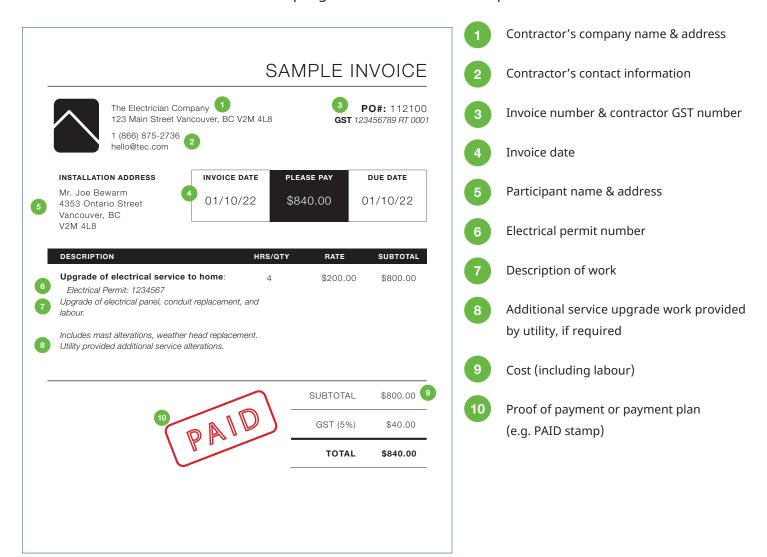






CleanBC Better Homes and Home Renovation Rebate Programs **Invoice Requirements**

You must have an invoice from your utility and an electrical contractor invoice for the electrical service upgrade rebate. The electrical contractor invoice needs to have all the information identified below in order to meet the program documentation requirements.



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