

Attic Insulation Rebate Program

Residential Application

HOW TO APPLY

1. Read the Terms and Conditions
2. Purchase and install qualified attic insulation
3. Mail the following:
 - Complete Attic Insulation Rebate Program application
 - A copy of your LADWP Bill
 - Supporting documentation

QUALIFYING PRODUCTS

- Attic Insulation

MAILING ADDRESS

LADWP Residential Services Unit
P.O. Box 51111, Room 1019
Los Angeles, CA 90051-0100

Questions? Contact LADWP's Residential Services Unit

at 1-866-360-2477 or email Attic@ladwp.com
Office hours: Monday - Friday 8:00 AM - 4:00 PM



TERMS & CONDITIONS

1. Funds are limited and rebates are not guaranteed. Completed applications are accepted on a first-come, first-served basis. This program may be modified or terminated without prior notice. LADWP Attic Insulation Rebate Program (AIRP) participants cannot receive more than one rebate for any qualifying product(s) and/or equipment from more than one California electric or gas utility program including, but not limited to, payment received through participation in the Energy Upgrade California® Home Upgrade rebate program.

2. Attic Insulation Rebate Program applications must be completed and signed by the LADWP customer of record, or the verified property owner, hereinafter referred to as "Applicant". If the property owner is not the LADWP customer of record, proof of ownership must be submitted. If ownership name does not match the Los Angeles County Assessor's records or the appropriate County Records Agency, additional proof of ownership may be required. There must be an active residential electric meter serviced by LADWP at the installation address at the time product is purchased and installed.

Dwelling or property type must be one of the following: (a) detached single family home, (b) multi-residential or attached home such as a duplex, (c) condo/townhome, or (d) apartment unit.

Mailed-in applications require an original or electronic signature. Faxed, emailed, or copies of applications are not accepted.

3. Qualified insulation must be new and installed in the LADWP customer's residence prior to submittal of this application. Resale units, units leased, rebuilt, rented, received from warranty insurance claims, won as a prize, or new parts installed in existing units, do not qualify.

4. Installation verification may be requested before the rebate is paid. Applicant agrees to provide, if requested, reasonable access to their residence so that an LADWP representative can verify the item(s) installed. Verifications may be performed in person or via virtual walk-through at LADWP's discretion. Virtual walk-through software to be designated by LADWP.

5. Documentation required to process the rebate application may differ depending on the energy efficiency measure, whether it is "self" installed, contractor installed, and/or if measure was purchased online. Applicant may need to request additional information from the retailer, contractor, and/or government permitting agency as required to participate in the AIRP.

Copies of receipt(s), invoice(s), home improvement contract(s), and other required documentation must be sent to the LADWP AIRP Processing Center, along with this completed application, within 12 months of the purchase date if self-installed, or installation date printed on the sales receipt or invoice if installed by contractor to be eligible for payment of a rebate.

Altered and illegible documents will not be accepted. LADWP reserves the right to request original documentation. If original documents are requested, to be returned, the Applicant may submit a letter outlining the request and a self-addressed stamped envelope and, upon application process completion, the original documents will be returned. LADWP is not responsible for items and documents lost, late, incomplete, misdirected or destroyed in the mail or via electronic transit. Applicant should keep copies of all material sent/submitted. Insulation product manufacturer specification certificate must be submitted. Applicant must submit color photographs of the attic space before and after insulation installation. The photos should be clear and show as much of the attic space as possible, and before and after photos should be taken from the same angle(s).

6. Invoice/Receipt - An itemized "paid" invoice or receipt is required for all measures. The invoice or receipt must include the Applicant's name and installation address (unless purchased for self-installation from a physical location), retailer or installer name, business address and phone number, license number (if applicable), itemized description of each product including manufacturer, product make and model number, measure cost, and purchase or installation date. The invoice or receipt should indicate PAID or show a \$0 balance due. The rebate amount cannot exceed the purchase/paid price, with a maximum rebate of 80% of the total project cost.

7. Attic Insulation:

Applicants must ensure that insulation materials meet the manufacturer's minimum assembly size or weight per square foot to achieve a minimum thermal resistance of R-19 (or below R-19 if less than 24 inches of attic clearance is available and R-19 cannot be achieved). Only insulation material that has been tested according to the test procedures outlined by the Federal Trade Commission (FTC) qualifies. The insulation materials must be installed by Applicant or a licensed contractor.

Only batt and/or roll insulation material types are permitted. If a structure contains more than one dwelling (e.g., duplex) and has shared attic space, the full attic floor above conditioned space must be insulated unless the shared attic space is divided



TERMS & CONDITIONS

by a permanent fixture (drywall, firewall, knee wall, etc.). Insulation installed on new construction and/or above attached or unattached non-living spaces, including non-permitted conversions, do not qualify for a rebate. Square footage will be confirmed via the City of Los Angeles' Zone Information and Map Access System (ZIMAS) or the appropriate City Records Agency. Qualifying dwellings must have central, window, or wall-mounted air conditioning system.

AIRP rebates are limited to one (1) per residence every fifteen (15) years. The rebate amount available under the AIRP is: (i) \$0.50 per square foot of attic floor insulation rated above R-19 or (ii) \$0.30 per square foot of attic floor insulation rated R-19 or below at qualifying dwellings. The rebate amount cannot exceed 80% of qualifying insulation material, permit cost, and installation costs incurred. Installation costs are limited to licensed contractor's labor to install qualifying insulation materials at qualifying dwellings in compliance with applicable codes and regulations, sealing attic air leaks, weather-stripping attic hatch or door, attic ventilation modifications, and installation of rafter vent/insulation baffles. Complete attic insulation coverage is required above all air-conditioned, permitted living spaces. Self-installations will not be reimbursed for labor.

8. Installation contract (IC) or home improvement contract is required if a contractor is hired. The IC must include contractor name, license number, business address, phone number, installation date, and installation address. IC must be signed by Applicant and licensed contractor. Documentation for self-installed measures will be evaluated on a case-by-case basis if a contractor was not hired.
9. Permits for attic insulation are required. A copy of the FINAL APPROVED permit issued by the Los Angeles Department of Building and Safety (LADBS) or the appropriate Building and Safety agency must be submitted to participate in the program. The permit must include the installation address, final approved date, and the permit description must correspond with the rebate measure listed in this application. It is the Applicant's responsibility to be aware of and in compliance with any restrictions, codes, ordinances, rules and regulations including, but not limited to, Historic Preservation Overlay Zones (HPOZ). Applicant is responsible for obtaining the permits and permissions necessary including state/county/city government, property owner, and/or homeowner's association.
10. Rebate check will be issued in the Applicant's name, unless an alternate payee authorization is given in Part A - Section 3 of this application. The check will be mailed to the installation address unless an alternate mailing address is listed in Part A - Section 2 of this application. Rebate check discrepancies, lost, stolen, or misplaced check(s) must be reported to the AIRP in writing within six months of the rebate check issue date. Upon notification, AIRP management will investigate and may replace the check if the circumstances were beyond the Applicant's control. Under certain conditions, rebates may be taxable and, if greater than \$600, may be reported to the IRS (IRS Form 1099) unless Payee is exempt from reporting. Applicant and Payee should consult a tax advisor concerning the taxability of rebates. LADWP is not responsible for any taxes that may be imposed as a result of receipt of this rebate.
11. LADWP makes no warranty whether expressed or implied, including warranty of merchantability or fitness for any particular purpose, use, or application of the item(s) or measure(s). LADWP has no liability whatsoever concerning (a) the quality, safety and/or installation of the item(s) or measure(s), including their fitness for any purpose, (b) the estimated savings of the item(s) or measure(s), (c) the workmanship of any third parties, (d) the installation or use of the item(s) or measure(s) including, but not limited to, effects on indoor pollutants, or any other matter with respect to the AIRP. In no event shall LADWP's liability for property loss or damage resulting from its activities under this application, exceed the total rebate amount paid to me under this application. The selection, purchase, installation and ownership/maintenance of the item(s) and measure(s) listed in this application are my sole responsibility. The supplier or installer of these item(s) and measure(s) is not an agent or representative of LADWP.
12. Implementation and interpretation of the Terms and Conditions of the AIRP are at the sole discretion of LADWP. Program is subject to change or termination without notice.



APPLICANT AND INSTALLATION INFORMATION

Applicant is defined as LADWP account holder, or property owner verified through the LA County Assessor's records

SECTION 1: LADWP ACCOUNT AND PROPERTY INFORMATION (Please complete in blue or black ink)

Property owners who are not the LADWP customer of record at the installation address may apply for a AIRP rebate; however, the installation address must have an active electric meter served by LADWP.

LADWP Account Holder Name (if applicable)	LADWP Account Number (if applicable)	<input type="checkbox"/> Own
		<input type="checkbox"/> Rent

Applicant Name (If different from LADWP Account Holder)

LADWP Installation Address

City	State	Zip
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Property Type (check one)

<input type="checkbox"/> Single Family Residence	<input type="checkbox"/> Apartment building	<input type="checkbox"/> Duplex
<input type="checkbox"/> Condominium/Townhome	<input type="checkbox"/> Other _____	

Daytime Phone Number	Alternate Phone Number	Email Address
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SECTION 2: REBATE CHECK INFORMATION

Mail rebate check to LADWP service address Yes No - Complete mailing address below

Mailing Address (if different from the LADWP service address)

City	State	Zip
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The rebate payee is the same as the LADWP account holder or applicant

Yes No Payee is a third party - Complete Section 3
If payee is a business, complete Section 3 and Section 4

SECTION 3: PAYMENT ASSIGNMENT

Complete this section only if the payee is different than the LADWP account holder or Applicant

As the designated payee or authorized representative of the payee, I hereby request to assign the right to receive payment for this rebate, under the LADWP Attic Insulation Rebate Program, to the following individual or entity:

Payee's Name	Payee's Address	Payee's Phone Number	Payee's Email Address
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Payment Assignment Authorized by:

LADWP Account Holder or Applicant Name (print first and last name)	Signature X
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SECTION 4: BUSINESS TAX INFORMATION

Complete this section if payee is a business. Please include a W-9 for the business listed below.

Business Tax Status (check one) Corporation Tax Exempt/Non-Profit Partnership Other

Payee EIN Federal Tax ID	California Business Entity ID Number
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ALL APPLICATIONS MUST BE POSTMARKED WITHIN 12 MONTHS OF PURCHASE OR INSTALLATION, WHICHEVER IS EARLIER.



QUALIFYING PRODUCT INFORMATION AND REBATE AMOUNT

ATTIC INSULATION (Limit 1 rebate per residence every 15 years)

LADWP provides a rebate to offset the costs of attic insulation for single family residences and multi-unit dwellings. Eligible Applicants may receive a rebate covering up to 80% of total project costs at (i) \$0.50 per square foot for attic floor insulation rated above R-19 or (ii) \$0.30 per square foot for attic floor insulation rated R-19 or below.

REQUIRED DOCUMENTATION

- PAID itemized invoice
- Installation contract with licensed contractor, if insulation materials not installed by Applicant
- Insulation product manufacturer specification certificate
- Dated before and after pictures of the attic insulation taken from the same angle, and in color
- Final Approved Building & Safety Permit

REQUIRED INFORMATION

Insulation Material Type: <input type="checkbox"/> Batt <input type="checkbox"/> Roll (No other insulation types permitted)	R-value of Installed Insulation Material: Manufacturer Name:
Attic status before new insulation installation: <input type="checkbox"/> No insulation <input type="checkbox"/> Existing insulation	Manufacturer Product Name: Manufacturer Product Number:
Insulation Material Purchase Date:	Insulation Material Installation Date:

ATTIC INSULATION REBATE CALCULATION

Attic Floor Square Footage (a)	(a) x \$0.50 above R-19 Or (a) X \$0.30 R-19 or below (b)	Total Rebate (not to exceed 80% of total project cost) (c)
		\$

CUSTOMER AGREEMENT

By submitting this application, I (Applicant) agree to the Terms and Conditions. I certify that the information I have provided is true and correct. I further certify that the item(s) for which I am requesting a rebate meets the requirements listed on the rebate forms. I am aware of restrictions, codes, ordinances, rules and regulations of which I am in compliance and have obtained the permits and authorizations necessary with my state/county/city government, property owner, and/or homeowner association. I will provide, if requested, an LADWP representative reasonable access to my residence to verify the installation of item(s) I have purchased before a rebate is paid. I understand that a rebate will not be paid if I refuse an installation verification. By signing this form, you are attesting that the installation occurred at the address listed on the rebate application.

Print LADWP Account Holder and/or Applicant Name	Signature X	Date
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For your records, please make a copy of all documents (including your application) before mailing. You should receive your rebate check within six months. Expect further delays for incomplete applications and/or if an installation verification is required.