

Efficient Boiler Program checklist

Follow these nine steps to get your Efficient Boiler Program incentive cheque

Step	New construction and replacement markets	Done	Date completed
1.	Have your consultant determine the annual gas usage for space heating (new construction) and/or have your consultant or contractor calculate your peak space heating loads on the boiler(s).		
2.	Have your consultant or contractor select a qualifying boiler from the Eligible Boiler List and determine your estimated budget or actual boiler price(s).		
3.	Fill out a new construction or replacement market application form. Submit the form together with copies of the annual gas usage report and/or peak space heating load calculations provided by your consultant or contractor plus either (i) your consultant or contractor's invoice or (ii) proof the invoice has been paid.		
4.	Terasen Gas will send a letter confirming pre-approval of your application and the estimated dollar amount that you will receive. Purchase and install the boiler specified in your application within one year of approval by Terasen Gas.		
5.	Once you have installed your approved boiler, submit 1) a sales invoice to Terasen Gas within one month of installation, 2) a confirmation letter stating that your boiler has been installed, 3) a copy of your gas permit, 4) BC Safety Authority's Certificate of Inspection (if applicable), and 5) a start up report including a copy of the combustion efficiency analysis test results.		
6.	Terasen Gas will issue your boiler installation incentive cheque.		
Replacement markets only (after completing steps 1 - 6)			
7.	Prepare and submit your six-month boiler monitoring report to Terasen Gas.		
8.	Prepare and submit your 12-month boiler monitoring report to Terasen Gas.		
9.	Terasen Gas will calculate the annual gas savings and issue your monitoring incentive/gas savings bonus cheque.		

Please send completed form(s) to:
 Efficient Boiler Program, Technical Sales Support, Terasen Gas, 16705 Fraser Highway, Surrey BC V4N 0E8

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