



# WOOD STOVE CHANGE-OUT PROGRAM

## VOUCHER APPLICATION FORM

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### How the Wood Stove Change-out Program (“Program”) Works

Tehama County Air Pollution Control District (“District”) is offering vouchers to property owners (residential or commercial) in Tehama County, California to replace Non-Certified Appliances with new, cleaner burning EPA Phase II Appliances or Natural Gas Stoves. Vouchers are applied as a discount to the purchase price; the Voucher is intended to provide an incentive and does not cover the total cost of purchase and installation of the new EPA Phase II Appliance or Natural Gas Stove.

To qualify for a Voucher, the property owner must first complete the application below.

1. Applications will be accepted until Program Funding is exhausted. **Please include a photo of the currently installed Non-Certified Appliance.** Completed applications (with attachments) must be signed by the property owner and submitted by mail or hand delivery to the Program Coordinator.
2. The Program Coordinator will review the applications to determine if the preliminary Program requirements have been met. Qualified applicants will receive a Voucher in the following amounts:
  - a. \$500.00 toward the purchase of a wood EPA Phase II Appliance;
  - b. \$750.00 toward the purchase of a pellet EPA Phase II Appliance; or
  - c. \$1,000.00 toward the purchase of a Natural Gas Stove.

Eligible low-income Applicants (residential property owners only) may receive an additional \$250 voucher toward the purchase of any of the foregoing options. Applicant must submit his or her most recent federal tax return to the District in order to verify annual gross income.

3. Vouchers expire four (4) weeks after issuance by District.
4. Property owner may use the voucher to replace a Non-Certified Appliance with a new, cleaner burning EPA Phase II Appliance or Natural Gas Stove from a Participating Retailer only. Vouchers will be applied as a discount to the purchase price of the EPA Phase II Appliance or Natural Gas Stove. Vouchers will not be applied retroactively. Voucher expiration date may be extended at the discretion of District.
5. EPA Phase II Appliances and Natural Gas Stoves must be professionally installed in accordance with local fire and building codes. A building permit must be obtained prior to installation. The installation must be coordinated and certified by the Participating Retailer. The installation must be completed by the Installer ONLY; Applicants shall neither install the EPA Phase II Appliance or Natural Gas Stove, nor remove and render inoperable the Non-Certified Appliance. The EPA recommends that Installers be National Fireplace Institute or Chimney Safety Institute of America certified (or an equivalent organization).
6. Non-Certified Appliances replaced through the Program must be permanently removed/rendered inoperable by the Installer.
7. Installer will take a photo of the Non-Certified Appliance prior to removal and after rendering it inoperable.
8. Installer will take a photo of the EPA Phase II Appliance or Natural Gas Stove after it is installed.

## WOOD STOVE CHANGE-OUT PROGRAM VOUCHER APPLICATION FORM:

All sections of this application must be completed. A copy should be retained by the property owner for his or her records. The District is not responsible for materials lost by mail. Please review the Program terms prior to signing below and submit your completed application with attachments by mail or hand delivery to Joseph H. Tona, Wood Stove Change-out Program Coordinator.

**By Mail or Hand Delivery to:**

Joseph H. Tona  
 Wood Stove Replacement Incentive Program Coordinator  
 Tehama County Air Pollution Control District  
 1834 Walnut Street  
 Red Bluff, CA 96080

**Applicant Information:**

Name: \_\_\_\_\_

Address where Non-Certified Appliance is located: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail (if available): \_\_\_\_\_

I am applying for the following voucher:

- Wood EPA Phase II Appliance - \$500.00
- Pellet EPA Phase II Appliance - \$750.00
- Natural Gas Stove - \$1000.00
- Low-Income Qualified (residential property owners only) - Additional \$250.00\*

*\* In order to verify gross annual income, you must provide a copy of your most recent federal tax return.*

**Non-Certified Appliance:**

Make/Model: \_\_\_\_\_ Year Manufactured: \_\_\_\_\_

I have included a picture of my currently installed and operable Non-Certified Appliance

**Additional Information:**

1. How did you hear about the Program?  
 \_\_\_\_\_
2. Why are you applying? (Please check all that apply.)
  - Not satisfied with currently installed Non-Certified Appliance;
  - To reduce pollution;
  - To save money
  - Other: \_\_\_\_\_
3. Is the rebate a significant factor in deciding to replace your Non-Certified Appliance?  Yes  No
4. In a typical heating season, how many cords of wood do you typically burn? \_\_\_\_\_
5. Is your Non-Certified Appliance used as a primary source of heat?  Yes  No
6. Do you know how old your currently installed Non-Certified Appliance is? If yes, how old: \_\_\_ years

## WOOD STOVE CHANGE-OUT PROGRAM VOUCHER APPLICATION FORM:

### APPLICANT CERTIFIES THE FOLLOWING:

1. I understand that only currently installed and operable Non-Certified Appliances are eligible to be replaced under the Wood Stove Change-out Program.
2. I understand that Applicants are limited to receiving one voucher per property.
3. I understand that applications are processed in the order they are received. Vouchers will be distributed on a first-come, first-served basis. Funding is limited; Vouchers are not guaranteed. The Voucher will expire four (4) weeks after issuance. Vouchers will not be applied retroactively. Voucher expiration date may be extended by at the discretion of the District.
4. I understand that applications are only accepted for Tehama County, California property owners.
5. I understand that if I qualify, I will receive a voucher and a current list of Participating Retailers who will honor the Voucher if it is applied before the expiration date written on the Voucher.
6. I will be replacing a Non-Certified Appliance that is operable and currently installed on the subject property. The Installer who installs the EPA Phase II Appliance or Natural Gas Stove is responsible for properly removing and rendering inoperable the Non-Certified Appliance.
7. If I choose to participate in the Program, I will commit to purchase a EPA Phase II appliance or Natural Gas Stove from a Participating Retailer within four (4) weeks after issuance of the Voucher and authorize the Participating Retailer to forward to the District the following:
  - a. Notification of the purchase agreement; and
  - b. Verification that Non-Certified Appliance is currently installed and operable.
8. I understand that EPA Phase II Appliances or Natural Gas Stoves purchased with a Voucher will be professionally installed and that there will be additional costs for installation including a permit from my local building department for installation. Installations must comply with all local fire and building codes. The EPA recommends that Installers be certified by the National Fireplace Institute, the Chimney Safety Institute of America, or an equivalent organization. The installation must be coordinated and certified by the Participating Retailer. The installation must be completed by the Installer ONLY; I will neither install the EPA Phase II Appliance or Natural Gas Stove, nor remove and/or render inoperable the Non-Certified Appliance.
9. I understand that I am responsible to pay the Participating Retailer for the purchase price of my EPA Phase II Appliance or Natural Gas Stove, less the Voucher amount, and to have the EPA Phase II Appliance or Natural Gas Stove professionally installed by Installer.
10. I understand that I will forfeit my Voucher if I provide the District with false information or fail to obtain any required permit or if the required information is not submitted to the District prior to the expiration date listed on the Voucher.
11. The District does not warranty any EPA Phase II Appliances or Natural Gas Stoves purchased through this Program, including, but not limited to, the quality, functionality or satisfaction of the EPA Phase II Appliance or Natural Gas Stove.
12. Applicant waives any claims against the District arising out of the installation and/or use of the EPA Phase II Appliance or Natural Gas Stove purchased through the Program.
13. I understand that proper wood burning practices (e.g., burning only dry, seasoned wood) and proper installation and operation (e.g., maintaining a hot fire) are critical to the effectiveness of my EPA Phase II Appliance or Natural Gas Stove.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_