



Efficiency Excellence Network

Addendum: Heating, Ventilation and Air Conditioning (HVAC) Trade Group

This addendum agreement (“Agreement”) is between the Vermont Energy Investment Corp. d/b/a Efficiency Vermont and _____ (“Participating Contractor”) and outlines the terms between the parties effective January 1, 2017. This Agreement sets out the terms and conditions required to participate in the Efficiency Excellence Network (EEN) HVAC Trade Group. The terms specific to the HVAC Program supplement those of the EEN General Participation Agreement, and except as specifically noted herein do not supersede the terms and conditions of the EEN General Participation Agreement.

1. HVAC Program Enrollment

- a. Contractors that wish to participate in the Efficiency Excellence Network HVAC Program must (a) become a Participating Contractor in the Efficiency Excellence Network by signing and meeting all requirements of the EEN General Participation Agreement, and (b) submit this addendum signed by an authorized company representative.
- b. If the Participating Contractor wishes to list branches under its membership in this HVAC trade group, each branch must submit documentation of compliance with the requirements listed below. Additionally, each branch/division must submit at least one project annually in order to remain active and listed on the Efficiency Vermont website.

2. HVAC Contractor Requirements

Participating Contractors in the HVAC Program must:

- a. Employ heating technicians who qualify under subsection i and/or ii below:
 - i. Heating technicians must hold a current Vermont Oilheat and/or Propane Certification of Fitness.
 - a) Heating technicians must meet certification requirements as stated by the Vermont Department of Public Safety Division of Fire Safety, by holding a Vermont Certificate of Fitness in each fuel type served (Oilheat, Propane, or both as applicable).
 - b) Participating Contractors must provide Efficiency Vermont with a copy of relevant licensing in the form of a “wallet card” for each heating technician’s fuel certification(s).
 - ii. Heating technicians must be trained and certified as an authorized installer by the heating equipment manufacturer (modern wood heating system¹ contractors only).
- b. Offer customers high efficiency HVAC equipment. Participating Contractors commit to offering all customers efficient products that meet Efficiency Vermont program eligibility requirements for HVAC equipment. Participating Contractor shall inform customers of any relevant rebates from Efficiency Vermont.
- c. Provide referrals to Home Performance with ENERGY STAR contractors. Participating Contractor shall seek to identify efficiency opportunities for its customers. When weatherization or other efficiency opportunities are identified that are outside the scope of Participating Contractor services, Participating Contractor agrees to refer the customer or subcontract the work to a Home Performance with ENERGY STAR contractor, either via direct relationship with specific contractor(s) or via referral to the Home Performance with ENERGY STAR contractor listing at <https://www.efficiencyvermont.com/For-My-Home/ways-to-save-and-rebates/audits-insulation-air-sealing/Find-A-Contractor>.

¹ For the purposes of the Efficiency Excellence Network, “modern wood heating systems” are defined as central heating systems using wood pellets or wood chips as fuel.



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- d. Respond in a timely manner to referrals from Home Performance with ENERGY STAR contractors and Efficiency Vermont. Participating Contractor recognizes that the leads and referrals received from Efficiency Vermont and Home Performance with ENERGY STAR contractors constitute a benefit and will make every effort to respond to these leads in a timely manner (i.e., within 3 business days).

3. Benefits to HVAC Contractors

The following benefits will be provided to Participating Contractors in the HVAC Program:

- a. **Access to the Heat Saver Loan.** To comply with the terms of the Heat Saver Loan program, as required by the Vermont Department of Public Service, the loan will be made available only to residential customers who work with members of Efficiency Vermont's Efficiency Excellence Network.
- b. **Access to Efficiency Vermont Residential Heating System Upgrade incentives** (only those with a valid Oilheat and/or Propane Certificate of Fitness). This offering is exclusive to customers of HVAC Trade Group members.

By signing this Agreement, Participating Contractor's duly authorized representative is certifying that:

- Participating Contractor's representative has the necessary legal authority to act on Participating Contractor's behalf;
- Participating Contractor agrees to provide its customers, partners and Efficiency Vermont with information that is true and accurate to the best of its knowledge, including all information provided herein;
- Participating Contractor has read, understood, and hereby agrees to comply with all terms and conditions of this addendum Agreement, and will ensure everyone working for Participating Contractor understands and complies with all terms and conditions of this addendum Agreement.
- Participating Contractor consents to any other inquiry to verify or confirm the information provided; and
- Participating Contractor understands and accepts that approval or rejection of this addendum Agreement is in the sole discretion of Efficiency Vermont and that only upon signature of this Agreement by an authorized representative of Efficiency Vermont will the contractor be a Participating Contractor in the HVAC Program.



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Group**

This agreement is not binding until signed by both parties.

Participating Contractor Signature

AUTHORIZED SIGNATURE

DATE

PRINTED NAME AND TITLE

Company Name

Company Mailing Address

City

State

Zip Code

Phone Number

Website

Email Address

Primary Market Served (check one): RESIDENTIAL/LIGHT COMMERCIAL LARGE COMMERCIAL

Efficiency Vermont Signature

AUTHORIZED SIGNATURE

DATE

PRINTED NAME AND TITLE

Complete and E-mail, Fax or Mail to:

Efficiency Vermont
ATTN: EEN Program Coordinator
128 Lakeside Avenue, Suite 401
Burlington, VT 05401-5907
Phone: 802.540.7827
Fax: 802.658.1643
E-mail: EEN@efficiencyvermont.com