

Quote Requirements

Buildings with 1-3 Units

A quote from your distributor, retailer and/or contractor is required to complete your application. To avoid unnecessary delays to your application, the submitted quotes must contain the information outlined below.

- Company name, civic address and phone number of contractors.
- Property address.
- Manufacturer, make and model number of product(s) being installed.
- Quantity of each item.
- Installation location of each item.
- Itemized material costs.
- Itemized labour costs.
- All non-ducted heat pumps must be a certified pair, and be on the NEEP Approved Heat Pump list found here: <https://neep.org/heating-electrification/ccashp-specification-product-list>
- Must include both indoor and outdoor unit model numbers and quantities
- Ducted heat pumps must have a minimum HSPF of 11 (region 4)
- Heat pump hot water heaters must have a minimum Energy Factor of 2.3. Note – Standard electric water heaters are not eligible.

Note: Email or text quotes cannot be accepted.

Sample Quote

Contractor Information:		Installation Address	Date: _____
(Company Name) _____		123 Main Street, Town	Quote#: _____
(Contact Name) _____			
Email: _____			
Phone: _____			

Quantity	Description	Unit Price	Net Amount
1	Manufacturer: ABC Heat Pump Outdoor Model: AABGCC-HP1122 Indoor Model: ABC-HP1234 AHRI# (Ducted Heat Pumps Only): 1234567	\$3,000.00	\$3,000.00
1	Labour for heat pump install & electrical	\$250.00	\$250.00
		Subtotal	\$3,250.00
		HST	\$487.50
		Total Due	\$3,737.50