

Estes Park | Fort Collins | Longmont | Loveland

## **Recycling rebate application instructions**

## Eligibility requirements for Efficiency Works rebate for refrigerator/freezer recycling:

- Electric customer of Estes Park Power and Communications, Fort Collins Utilities, Longmont Power & Communications or Loveland Water and Power.
- Appliance must be between 10 and 30 cubic feet and in working condition.

## Prior to taking your appliance for recycling please:

- 1. Take a photo of the appliance, and
- Take a photo of the model information sticker on the appliance. Note: these will be required documentation, in addition to the recycling receipt, to be uploaded as part of the application.

Below are step-by-step instructions on how to complete the process to get an appliance recycling rebate for taking an eligible appliance to a recycling facility. If you experience any issues or have any questions, please call (970) 229-5650 or email <u>Information@EfficiencyWorks.org</u>

- Click on the following link or copy and paste it into your web browser. Chrome is the best application for this program, but others will work. <u>https://efficiencyworks.dsmcentral.com/traksmart4/html/pux/commercial/application/rebate/1584</u> <u>85624/158484966</u>
- 2. Fill out customer information
  - a. Project Information tab
    - i. Only eligible customers can participate. Select the utility that serves the address where the appliance is located. This information will be used to verify program eligibility during application processing.
    - ii. Total cost will be the amount paid to recycling facility.
    - iii. On purchase/invoice date, please enter the date the appliance was recycled.
    - iv. If you would like your rebate check to go to a different mailing address, please enter that by selecting the other on the drop down on Payee Entity.
    - v. Select the 📀 button to move on to the next tab.
  - b. Customer tab
    - i. Enter the name and address information associated with the utility account associated with the appliance location.
    - ii. To proceed to the next page, please select the 📀 button.
- 3. Select "Recycling: residential refrigerator or freezer (10-30 cubic feet)"



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- 4. Please fill out all required fields about the appliance that is being recycled. Upload the following documentation and certify that the appliance that was recycled was in working condition. We will be unable to process the application for payment without the required photo documentation.
  - a. Picture of appliance
  - b. Picture of model information sticker
  - c. To proceed to the next page, please select the ≥ button.
- 5. On the Project Files page
  - a. Upload receipt from recycling facility
  - b. To proceed to the next page, please select the **b** button.
- 6. Please agree to the terms and conditions and select 📀 to move to the next page.
- 7. Review will show you your potential rebate amount:

Equipment purchased	Quantity	Energy savings (kWh)	Water savings (gallons)	Potential rebate amount
Recycling: residential refrigerator or freezer (10-30 cubic feet)	1	0	0	\$35.00
		0	0	\$35.00

8. Please select the submit button to send the application to Efficiency Works for processing. You will receive an email indicating that your application was submitted and will be reviewed. Please keep an eye out for any correspondence from <u>Information@EfficiencyWorks.org</u>, as that is the email we use to communicate with you regarding the application and payment.