

Name:  
Address:  
Date:



**Accelerating Clean  
Energy Savings (ACES)**

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## ACES Reimbursement Packet

In order to receive a reimbursement incentive payment, Alaska Heat Smart (AHS) and Southeast Conference have to verify that the heat pump is an eligible model and has been installed correctly. In order to do this, the following must be submitted to [aces@akheatsmart.org](mailto:aces@akheatsmart.org).

### Completed Installation Checklist

- Must include the following:
  - Address of the home
  - Name of customer
  - Contractor signature

### Invoice Marked Paid - for both the heat pump installation and the wiring

- Must include the following:
  - Name of the company who installed/wired the heat pump
  - Address of the home
  - Name of the customer
  - Date of the project
  - Description of work completed
  - Total price

**\*\*If you had work done by your contractor that was not related to the heat pump installation, please provide an invoice that only includes the heat pump installation/wiring costs.**

### Required Photos

- Outdoor Unit
- Indoor Unit
- Name plate (this can usually be found on the back side of the outdoor unit)
- Picture of the home, including the house number

### Completed [W9 Form](#) and [ACH Form](#)

Complete the ACH form if you would like to receive your incentive payment as a direct deposit