



# Solar Hot Water Rebate Application Form

Application number (Office use only)

This application form should be read in conjunction with the Solar Hot Water Rebate Guidelines and submitted within six (6) months of installation.

The application form must be completed in full by the applicant (who is the owner or tenant of the property where the new solar or heat pump hot water system has been installed) and by the licensed installer of your system. Please attach copies of the purchase receipt(s) for the new solar or heat pump hot water system to this application.

**This application form is applicable for systems installed on or after 3 February 2009.**

**Sections 1, 2, 5 & 6** – Completed by applicant. **Sections 3 & 4** - Completed by licensed installer.

## 1. APPLICANT INFORMATION (PLEASE COMPLETE IN BLOCK LETTERS)

Surname	<input type="text"/>	First name	<input type="text"/>
Address where the system has been installed	<input type="text"/>		
	Suburb	State	Postcode
Postal address (if different from installation address)	<input type="text"/>		
	Suburb	State	Postcode
Phone number	<input type="text"/>		
Mobile number	<input type="text"/>		
Email address	<input type="text"/>		

## 2. APPLICANT AND DWELLING (WHERE SYSTEM HAS BEEN INSTALLED) ELIGIBILITY

Please read the guidelines and complete all parts below. Each question must be answered for this application to be processed.

<b>Have you previously applied for the Home (or Homeowner) Insulation Program at this dwelling?</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	>If Yes, then you are <b>not</b> eligible for the rebate
<b>Are you an Australian citizen or permanent resident aged 18 years or over?</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	>If No, then you are <b>not</b> eligible for the rebate
<b>Is the dwelling where the system is installed located in Australia?</b>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	>If No, then you are <b>not</b> eligible for the rebate
<b>Is the dwelling a principal place of residence?</b> <i>A principal place of residence is a home where an owner or a tenant primarily resides. For further information please see definition in guidelines.</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	>If No, then you are <b>not</b> eligible for the rebate
<b>Is the dwelling privately owned?</b> <i>For example it is not state or territory public housing or owned by a state or territory government.</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	>If No, then you are <b>not</b> eligible for the rebate
<b>Are you the owner or the tenant of the dwelling?</b> <i>You must be the owner or tenant of the dwelling where the system was installed at the time the system was installed. A tenant should not install a system without approval from the owner of the dwelling.</i>	Owner <input type="checkbox"/>	Tenant <input type="checkbox"/>	

**Are you the purchaser of the system?**

If you are not the purchaser of the system, you must obtain written permission from the purchaser to apply for the rebate. This written permission should be kept on file for 24 months in case it is required for auditing purposes. Please see guidelines for further information on auditing requirements.

Yes

No

If you ticked No, have you obtained written permission from the purchaser to apply for the rebate?

Yes

No

**3. SYSTEM ELIGIBILITY (TO BE COMPLETED IN BLOCK LETTERS BY LICENSED INSTALLER)**

Date new system was installed  /  /  This date must be on or after 3 February 2009

The installation date is the date the system was first fully operational and is written on the renewable energy certificate (REC) Assignment Form. Applications must be submitted within six (6) months of installation.

Did the system replace an electric storage hot water system?

Yes

No

> If No, then the customer is not eligible for the rebate – except for newly built homes replacing homes destroyed in the Victorian bushfires. Additional form must be completed.

New tank serial number

Make/Model

Type of system installed?

Heat Pump

Solar System

Is the new hot water system worth 20 RECS or more?

Yes

No

>If No, then the customer is not eligible for the rebate

**4. LICENSED INSTALLER'S DECLARATION (TO BE COMPLETED IN BLOCK LETTERS BY LICENSED INSTALLER)**

Installer's name

Company name

Installer's licence number

Installer's phone number

State of registration

- I certify as the installer that I have done the installation work required to connect the solar or heat pump hot water system in accordance with the relevant building standards and government requirements.
- I certify that this system is for domestic purposes only (excluding swimming pools, spas or similar).
- I certify that the information provided by me is truthful and correct.

Installer's signature

Date

**5. REBATE PAYMENT DETAILS**

The rebate payment for successful applicants will be made by direct deposit. Applicants should allow eight weeks for the application to be processed. **The payment will only be made into the personal bank account of the applicant.** The rebate is not available as a point of sale discount nor can a retailer, installer or commercial business apply for the rebate on behalf of their customers.

Name of account holder

BSB number (6 digits)

Account number

Please note: A BSB number is a unique six-digit code that identifies the bank/financial institution and branch where your bank account is held. It can generally be found on your bank statement. If you are unsure of your BSB number, please contact your bank or financial institution. Your bank account number can also be found on your bank statement. It is not the 16 digit number that appears on your credit/debit card. It is important that you enter the correct BSB and account numbers, otherwise payment cannot be processed. The rebate can only be paid to a personal Australian bank account.

The Australian Government will only use your bank details for the purpose of paying the rebate.

**6. DECLARATIONS, YOUR RESPONSIBILITY AND YOUR RIGHT TO PRIVACY**  
**(please read carefully)**

As a Commonwealth agency, the Department of the Environment, Water, Heritage and the Arts is bound by the *Privacy Act 1988*. Personal information collected will only be used for the purpose of assessing applications and related purposes. This process may include the exchange of information with other government departments or agencies for compliance purposes, and/or reporting publicly on the performance of the rebate. Reports will be based on aggregate data and personal information will not be identifiable in such reports. Information may also be disclosed to Commonwealth contractors for the purposes of verifying details of applications or assisting the Commonwealth in the delivery of the Home (or Homeowner) Insulation Program. Information will be used by the Commonwealth and Commonwealth contractors for the payment of the rebate to successful applicants.

The Department of the Environment, Water, Heritage and the Arts reserves the right to refuse any application if the information provided is incomplete or does not meet the required criteria.

- I certify as the applicant that I am the owner or tenant of the residential property where the new solar or heat pump hot water system is installed, and it is a principal place of residence.
- I certify as the applicant that I have read and understood the Solar Hot Water Rebate Guidelines.
- I certify that, to the best of my knowledge, all of the above details are correct at the time of completing this form. Providing false or misleading information is a serious offence and carries penalties under the *Criminal Code Act 1995*.
- I agree as the applicant that I have and will provide the Australian Government with sufficient and reasonable evidence of my eligibility for the rebate if requested any time up to 24 months after installation. This may include allowing an authorised inspector access to my property to inspect the installation of my new solar or heat pump hot water system as requested by the Australian Government.
- I acknowledge as the applicant that the Australian Government accepts no liability for any loss, damage or cost incurred as a result of, or arising from, the installation of a system which has been the subject of a rebate application, or the application for the rebate.

**Your signature**

**Date**

How did you find out about the rebate?

Retailer

Installer

Website  > Specify

Newspaper/magazine  > Name

Other  > Provide details

**FORWARD COMPLETED APPLICATION FORM AND COPIES OF PURCHASE RECEIPTS TO:**

Solar Hot Water Rebate  
Department of the Environment, Water, Heritage and the Arts  
GPO Box 787  
Canberra ACT 2601

**Checklist (to assist with speedy processing of your application)**

Incomplete applications will be returned to applicants without processing.

Please ensure you have completed all parts of the application form.

Have you completed every field except sections 3 and 4?

Has your installer completed and signed sections 3 and 4?

Have you provided a BSB (6 digit number), bank account number and name of account holder?

Have you signed the form?

Have you attached copies of your purchase receipts which clearly indicate whether you installed a solar or heat pump hot water system and date of purchase?

**If you have any questions, please call 1800 808 571.**