

**TMLP Saves™**  
**Heat Pump Rebate and Zero-Interest Loan Program**  
**Customer Checklist**



Follow these easy steps to participate in the TMLP Saves™ Program!

- Schedule your no-cost home energy audit through Energy New England (ENE). Complete the intake form by [using this link](#) to schedule.
  - a. Recommended weatherization measures must be installed within 6 months (before or after) of the heat pump installation.
  - b. If barriers are identified at the ENE audit or during the weatherization scoping visit, then they must be addressed before installing weatherization or heat pumps. Contact TMLP before moving forward.
- Contact TMLP Saves team to review the TMLP rebate process. Email [Rebates@tmlp.com](mailto:Rebates@tmlp.com) to schedule a call.
- Find a contractor on the [Heat Pump Administrator \(HPA\) approved contractors list](#) and receive 1-3 quotes on the installation of an [eligible Cold Climate Air Source Heat Pump](#).
- Have your contractor submit the heat pump administrator's (HPA) [Pre-Approval Form](#)
  - a. If pursuing a whole-home rebate: this step is REQUIRED. You must receive approval before moving to the next step.
  - b. If pursuing a partial-home rebate: this step is optional and you can proceed to the next step.
- Submit application to TMLP for processing and qualification. Email PDFs to [Rebates@tmlp.com](mailto:Rebates@tmlp.com).  
Send the following documents:
  - a. [TMLP Saves™ Program Application Form](#)
  - b. Signed heat pump contract

Financing offer is for a limited time. Participating in TMLP Saves is contingent on being approved for a loan from a participating lender. Financing is subject to funding availability, limited funding available and the Terms and Conditions listed on the TMLP Saves Program Application are subject to change or cancellation without notice. For up to date information please visit <https://www.tmlp.com/go-green/>.

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- Upon receiving approval from TMLP, bring the following to the financial institution of your choice:
  - TMLP approval letter
  - Signed Contract
  - TMLP Saves Loan Authorization form
  - Valid form of identification
  - Paystubs that cover 30 days (i.e. two biweekly paystubs)
- After lender's approval and customer receipt of the two-party Loan check, proceed with the installation.\*
  - a. If weatherization was also recommended, weatherization must be completed within six (6) months of heat pump installation.
- Customer signs two-party check at time of installation for contractor
- After installation, contractor submits the heat pump [Install Quality Assurance \(QA\) form](#) in order to confirm and receive the heat pump rebate.
- TMLP processes rebate check and issues within 6-8 weeks. The check will be a check addressed to the customer.