

## VOUCHER APPLICATION - Phase 1

**To be eligible for a voucher, do not disassemble your old device or install a new device before receiving a voucher from the District.** Only refundable deposits are allowed prior to voucher approval and the amount must be clearly noted on the final invoice as 'refundable'. **All fields below are required unless otherwise indicated.**

**APPLICANT INFORMATION**

First and Last Name

Mailing Address

City

State

Zip Code

Physical Address *(If different from above)*

City

State

Zip Code

Device Address *(If different from above)*

City

State

Zip Code

County of Device Address *(check one)*

- San Joaquin  
  Stanislaus  
  Merced  
  Madera  
  Fresno  
  Kings  
  Tulare  
  Kern *(Valley portion)*

Primary Phone *(required)*

E-mail Address *(optional)*

**Check here if you prefer to have your voucher emailed**

**Applicant Status** *(check one)*

- I am the homeowner purchasing for my residence at "Device Address" above.  
  I am the property owner purchasing for "Device Address" above.  
  I am a tenant purchasing for "Device Address" above. ***(Additional docs req.)***

**Application Type** *(check one)*

- Standard Application: Up to \$1000\*  
  Low-Income Application: Up to \$2500\* ***(Additional docs required)***  
 \* **Receive up to an additional \$500 for installation costs on a gas device.**

**Have you ever applied to other Valley Air District grant programs? If so please list:**

**DEVICE INFORMATION**

**ESTIMATED ANNUAL WOOD OR PELLET USAGE OF OLD DEVICE** *(check one)*

Approximate Wood Usage in **cords**:

- 1/4  
  1/2  
  1  
  2  
  3  
  4  
  5  
  If more than 5, identify here: \_\_\_\_\_

Approximate Pellet Usage in **pounds (lbs)**:

- 500  
  1000  
  1500  
  2000  
  3000  
  4000  
  5000  
  If more than 5000, identify here: \_\_\_\_\_

**Does the house have access to piped natural gas or propane?**  Yes  No

**OLD DEVICE TYPE** *(check one)* **NOTE: Older gas burning devices and electric heating devices are ineligible for this program**

Wood	Pellet	Other
<input type="checkbox"/> Certified insert	<input type="checkbox"/> Certified insert	<input type="checkbox"/> Open-hearth fireplace
<input type="checkbox"/> Non-certified insert	<input type="checkbox"/> Non-certified insert	<input type="checkbox"/> Wood-burning firebox
<input type="checkbox"/> Freestanding certified stove	<input type="checkbox"/> Freestanding certified stove	
<input type="checkbox"/> Freestanding non-certified stove	<input type="checkbox"/> Freestanding non-certified stove	

**NEW DEVICE TYPE** *(check one)* **NOTE: New electric heating devices are ineligible for this program**

Wood*	Pellet*	Gas
<input type="checkbox"/> Certified insert	<input type="checkbox"/> Certified insert	<input type="checkbox"/> Insert
<input type="checkbox"/> Freestanding certified stove	<input type="checkbox"/> Freestanding certified stove	<input type="checkbox"/> Freestanding stove
		<input type="checkbox"/> Fireplace <b><i>(Make and Model Required)</i></b>

**\*New certified wood or pellet devices must be identified on the most current list of EPA Certified Wood Heaters at the time of purchase to be eligible for funding.**

Make: \_\_\_\_\_  
Model: \_\_\_\_\_

**RETAILER INFO**

Applicants may visit any retailer participating in the Burn Cleaner program and are not required to choose a retailer at the time of application. A list of participating retailers is available at [www.valleyair.org/burncleaner](http://www.valleyair.org/burncleaner). If you have contacted a retailer, please provide their information below (you may still choose any retailer on the list). The District may contact the retailer you listed below regarding your application.

Retailer Name	Sales Representative

**PHOTOS**

**Two pre-installation photos are required with this application.**

**Photo 1** - Show the inside of the unmodified unit, with any doors/screens open.

**Photo 2** - Taken from a few feet back to show the old unit with all original parts intact and surrounding structures.

See *Voucher Guidelines* for more information.

**Photo Samples (DO NOT FAX)**



Photo 1



Photo 2

**AGREE & CERTIFY**

**By signing this application, I certify that I have read, understand and will adhere to the Burn Cleaner Program Voucher Guidelines and agree to all the following:**

- I understand that the selection of the retailer, installer and new device is completely my choice, my responsibility and up to my discretion.
- I understand that submission of this voucher application **does not guarantee** incentive funding for the new device.
- I have not made any **non-refundable payments** towards the purchase of the new device or disassembled my old device, and will not install the new device until I have received an approved voucher from the District.
- I understand that it is my responsibility to verify that the new device is eligible under the program guidelines. New wood or pellet devices must be on the current list of EPA Certified Wood Heaters and new gas fireplaces must meet ANSI z21.88/CSA2.33.
- I will be removing an operable old device or modifying an open hearth fireplace at the device address specified on this voucher application.
- If applicable, I agree to surrender my old device to a licensed recycling/dismantling facility or to the participating retailer to dispose of at a licensed recycling/dismantling facility within **90 days** of installation of the new device. If I undertake the responsibility of disposing my old device, I agree to submit a dated receipt and certification from the dismantler/recycler that my old device will be permanently destroyed.
- I understand that if I install the new device in another location other than what is identified in the pre-installation photos at the device address, I must first contact District staff to receive approval and I must still render the old device permanently inoperable.
- I am not changing out a non-certified device in preparation for the sale or transfer of the house as a result of any District, state or federal rules. Such transaction would deem this application ineligible for funding per District Rule 4901 ([www.valleyair.org/Rule4901](http://www.valleyair.org/Rule4901)).
- I understand that the District does not endorse, or is not in partnership with any Burn Cleaner program retailers or installers and any such issues arising from the purchase or installation of the new device is between the applicant and the retailer or installer. The District will not be held liable for any circumstances or events that occur between the applicant and retailer or installer. Participating retailers are independent contractors; they are not officers, representatives, agents, servants, employees, partners, associates, etc. of the District.

Printed Name of Applicant	Applicant Signature ( <b>electronic signatures not accepted</b> )	Date
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**CHECKLIST - Phase 1**

**You are almost done!**

Please submit the following with this application for consideration:

- Two Pre-installation photos (*choose one*)
  - Attached to App.    Emailed    Sent by Retailer
- If applicable, Low-Income Documents
- If applicable, Standard Tenant Documents

**When complete, please submit your application packet via mail, email or fax to the Valley Air District:**

**Mail** San Joaquin Valley Air Pollution Control District  
Attention: Burn Cleaner Staff  
1990 East Gettysburg Ave., Fresno, Ca 93726-0244

**E-mail** [weberip@valleyair.org](mailto:weberip@valleyair.org)  
(**Subject line must identify your name and device address**)

**Fax** (559) 230-6112 (**Faxed photos are not accepted**)

**Questions?** (559) 230-5800

**Register Your New Device!**

After you have installed your new wood or pellet device, take advantage of more burn days by registering it at [www.valleyair.org/CBYRegistration](http://www.valleyair.org/CBYRegistration). (*Does not apply to gas only devices*)

## RENTAL PROPERTY OWNER & TENANT APPROVAL

Rental property owners and tenants are eligible to apply for the Valley Air District's Burn Cleaner Program. This form must be completed by both the rental property owner and primary tenant, and submitted with the required documents to be considered for a voucher. Please be sure to check the appropriate boxes on the Voucher Application regarding the Applicant Status and Applicant Type.

This form is only required to be completed and submitted if:

- **You are the primary tenant** who will be purchasing an eligible new device regardless of the type of application you will be submitting, Standard or Low-Income.
- **You are the rental property owner** who will be purchasing an eligible new device under the Low-Income application. If you are a rental property owner and will be submitting a Standard application, you are not required to complete and submit this form.

**REQUIRED**

**In addition to this form, please submit the following:**

- Lease Agreement** Copy of the complete signed lease agreement between the property owner and occupying tenant with a minimum of six (6) months remaining from the date of the application submittal. If you cannot provide this documentation, please contact program staff.
- Proof of Residence** Most recent utility bill (electricity, cable/satellite, water/garbage, etc.)

**CERTIFY**

By signing this form, the rental property owner and the tenant agree to replace the existing, higher-polluting residential burning device located at the device address identified on the application with an eligible new cleaner burning device according to the Program guidelines, and agree to the following:

1. *Tenant agrees to provide supporting documentation, as needed by the District, to determine low-income eligibility. If the rental property owner is applying under the Low-income application, the tenant has the option to submit supporting documentation such as income verification directly to the District in lieu of providing it to the rental property owner.*
2. *The rental property owner shall keep the new device obtained through the Burn Cleaner Program in the rental property in which it is installed, unless it is otherwise required to be removed for, but not limited to, safety or regulatory reasons as deemed appropriate by the District. The device shall become the property of the rental property owner, not the tenant or the District.*
3. *The rental property owner shall not raise the rent or evict the tenant because of the increased value of the rental property due solely to the installation of the new hearth device funded by the District.*
4. *The rental property owner and the tenant agree that payment of the incentive funding provided through the Program shall be made to the party that purchased the new hearth device.*

**RENTAL PROPERTY OWNER**

Mailing Address	City	State	Zip Code

Name (print)	Signature ( <b>electronic signatures not accepted</b> )	Date
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**TENANT**

Mailing Address	City	State	Zip Code

Name (print)	Signature ( <b>electronic signatures not accepted</b> )	Date
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**Please submit this form with the completed Burn Cleaner Program Voucher Application and all other applicable documents.** For more information, call 559-230-5800 or visit [www.valleyair.org/burncleaner](http://www.valleyair.org/burncleaner).