



Return this form to: **Town of Steilacoom**  
**103 Roe Street**  
**Steilacoom, WA 98388**

## Air Source Heat Pump Upgrade Form (with PTCS)

For upgrading existing Heat Pumps or non electric heating systems to Heat Pumps **Will REQUIRE PTCS Registry and form**

All sections must be completed by the installer at the time of installation.

### Eligibility:

- Available for existing single-family and existing manufactured homes
- Existing heating system type must be a Heat Pump or non electric system
- Heat pumps must be AHRI rated, and have a minimum of 9.0 HSPF and 14 SEER

### Household & Heat Pump Compressor Information

Customer Name	Phone #	Account #
Electric utility <b>Town of Steilacoom</b>	Installation date	Total heated area of the home: Sq Ft
Installation address		
City	State	Zip
Mailing Address, if different:		
Home type: <input type="checkbox"/> Existing site-built <input type="checkbox"/> Existing manufactured: # of sections <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3		
Existing Heating System Being Replaced: <input type="checkbox"/> Heat Pump <input type="checkbox"/> Other electric space heating: _____ This measure doesn't apply if the existing heating system is a ductless heat pump. Please refer to the PTCS program.		
Heat pump outdoor compressor type: <input type="checkbox"/> Non variable speed <input type="checkbox"/> Variable speed		

### Documentation to submit with this form:

- Copy of this completed form
- Purchase receipt or invoice, including the heat pump make and model number
- AHRI Certificate
- PTCS Registry Form
- If a variable speed compressor, include manufacturer documentation that the outdoor compressor includes variable speed or inverter driven technology (e.g. specification sheet, brochure, or screen shot). *Note: Including the text "variable speed" on the invoice will not satisfy this requirement. Additional documentation is required.*