

# REBATE APPLICATION

## Wood-Burning Appliance Bounty Program Application

The CVRD is providing a separate incentive for residents to remove existing non-EPA or CSA-certified wood-burning appliances without installing new heating appliances. This \$300 one-time incentive is limited to one appliance per household.

To be eligible for the rebate, applicants must:

- Remove an existing operational wood-burning appliance that is older than 2005 and is non EPA- or CSA-certified.
- Provide “before” photos that demonstrate that the appliance was operational.
- Uninstalled appliances are not eligible.
- Permanently disable and provide “after” photos of the old wood-burning appliance before dropping it off for recycling at a CVRD Recycling Centre. See the checklist below for details.

### Rebate Checklist

To receive the rebate, please provide the following:

- Completed application including the applicant information
- “Before” photos of the installed appliance
- “After” photos of the disabled appliance. Disable the old wood-burning appliance by:
  - Removing the doors and bludgeoning the hinges
  - Removing the ash and brick liner
  - Bludgeoning the flue collar
- A CVRD Recycling Centre Attendant signature for proof of recycling (below)

\_\_\_\_\_  
Recycling Attendant (print name)                      Date

### Declaration

Signature \_\_\_\_\_

Date \_\_\_\_\_

*I declare that I have removed and recycled an operational non EPA- or CSA-certified wood-burning appliance that is older than 2005.*

### Applicant Information

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

Postal Code \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

### Application Type

Wood-burning Appliance Exchange

Wood-burning Appliance Bounty

Please ensure this application is completed in full and that all requested supporting documents are attached. Applications will be processed within eight weeks.

*Personal information supplied by you on the application form is collected under the authority of s. 26 (c) of the Freedom of Information and Protection of Privacy Act, (the Act). Personal information collected, (name, mailing address, contact number/email), will be used for the purpose of rebate distribution to eligible applicants and may be shared with the province in conjunction with the [Community Wood Smoke Reduction Program Participant Survey](#). By submitting this form you consent to the release of your personal information pursuant to s. 33 (2) (c) of the Act. If you have concerns regarding the collection, use or disclosure of your personal information please contact the CVRD Information & Privacy Officer by [email](#), phone: 250.746.2500 or toll free at: 1.800.665.3955 during regular business hours, 8 AM to 4:30 PM, Monday to Friday, excluding statutory holidays.*

*Residents applying for a Wood-burning Appliance Exchange must ensure that the purchase, installation and inspection of the new appliance takes place between March 3, 2025 and November 30, 2025. All applications must be completed and submitted by November 30, 2025. Applications received after the deadline will not be eligible for a rebate.*

### To Submit Applications

Email, mail or drop off applications to:

Community Wood Smoke Reduction Program  
Cowichan Valley Regional District  
Environmental Services Division  
175 Ingram Street, Duncan, BC V9L 1N8  
Phone: 250.746.2633  
Toll Free: 1.800.665.3955  
Email: [environment@cvrd.bc.ca](mailto:environment@cvrd.bc.ca)

\_\_\_\_\_  
\_\_\_\_\_  
Approval  
(CVRD Internal Use)

# Community Wood Smoke Reduction Program



## Invest in Healthy and Efficient Home Heating

Replace Your Smoky Old Woodstove

Receive up to \$2,350  
when Replacing or Removing  
Old Wood-Burning Appliances



## Community Wood Smoke Reduction Program

This Community Wood Smoke Reduction Program is coordinated by the Cowichan Valley Regional District (CVRD) and is available to eligible Cowichan Valley residents. The program provides financial assistance to replace or remove old wood-burning appliances to reduce smoke pollution and improve air quality.

### Wood-Burning Appliance Exchange Program Application

Under the Wood-Burning Appliance Exchange Program, residents can receive up to a:

**\$2,350 rebate** (\$2,200 plus \$150 retailer discount) for replacing a wood-burning appliance with a **heat pump**.

**\$1,050 rebate** (\$1000 plus \$50 retailer discount) for replacing an old, inefficient woodstove or outdoor wood boiler with an EPA- or CSA-certified **pellet stove or pellet boiler**.

**\$550 rebate** (\$500 plus \$50 retailer discount) for replacing an old, inefficient woodstove with an EPA- or CSA-certified **woodstove**.

#### Conditions

- Only one rebate per taxable residence per year.
- Replacement appliance cannot be secondhand.
- Both the old wood-burning appliance and the new heating appliance must meet the rebate program requirements.
- Residents who purchase a new wood-burning appliance are required to complete a short online [wood smoke education course](https://www.fraserbasin.bc.ca/WoodSmokeCourse/story_html5.html) ([https://www.fraserbasin.bc.ca/WoodSmokeCourse/story\\_html5.html](https://www.fraserbasin.bc.ca/WoodSmokeCourse/story_html5.html)) and submit a course certificate with their application.

#### To Receive the Rebate

- Old wood-burning appliances must be inspected by a Wood Energy Technical Training (WETT) certified technician to verify the age of the old wood-burning appliance.
- If replacing an old wood-burning appliance with a new wood-burning appliance, a WETT certified technician must certify that the new appliance meets current WETT and CSA standards.

#### STEP 1: Qualification

To qualify, the appliance being replaced must be the primary heating source and be either:

- an uncertified wood-burning appliance, or;
- an EPA- or CSA-certified appliance that is at least 5 years old.

#### STEP 2: Retailer Discount and Installation

Choose your new heating appliance. Contact one of the participating retailers (listed on the right) to arrange purchase. Once rebate eligibility is verified, the retailer will provide you with an additional \$50 discount upon purchase. The retailer will also provide a tracking number that will secure your rebate with the CVRD. This tracking number will be used to verify the purchase and installation of your new heating appliance and the recycling of your old wood-burning appliance.

If you do NOT elect to purchase from a participating retailer, you must provide a copy of your purchase receipt to the CVRD to obtain a tracking number.

Tracking Number

**Before installation of the new heating appliance, ensure the old wood-burning appliance is inspected by a WETT certified technician and certified to have been manufactured before January 1, 2020.**

#### Installation Information

New model is a:

- Heat Pump                       Electric Appliance  
 Pellet Appliance                 Wood-burning Appliance

Retailer \_\_\_\_\_

Old Make & Model \_\_\_\_\_

New Make & Model \_\_\_\_\_

Purchase Date \_\_\_\_\_

#### STEP 3: Disposal of Old Appliance

Residents installing a new heat pump will have the option to keep the old wood-burning appliance if:

1. The existing wood stove is EPA- or CSA-certified and is currently in use.
2. The applicant signs a [Clean Burning Pledge](#) to only use the wood stove in specific conditions (e.g. power outage) and apply clean burning practices.

If the applicant is exchanging an old wood-burning appliance for a new wood-burning appliance, or does not meet this criteria, the old wood-burning appliance must be permanently disabled **before** being dropped off at a CVRD Recycling Centre and **signed off by a CVRD Recycling Attendant:**

- Doors removed and door hinges bludgeoned  
 Ash and brick liner removed  
 Flue collar bludgeoned

\_\_\_\_\_  
Recycling Attendant (print name)

\_\_\_\_\_  
Date

## Participating Retailers

**Granny's Gas & Woodstoves**  
5799 Duncan Street, Duncan  
250.748.3908

**Pioneer Fireplace**  
419 Terminal Avenue N., Nanaimo  
250.753.2353

**360 Comfort Systems**  
4675 Trans-Canada Hwy, Duncan  
250.597.2653

**Black Jack Sweeps & Services**  
5425 Miller Road, Duncan  
250.748.4011

**Hometown Heating & Cooling Ltd.**  
Lake Cowichan  
250.896.8693

**Canadian Chimney Limited**  
426A Walker Ave, Ladysmith  
250.800.2251

We require the signature of a WETT certified technician to verify that the wood-burning appliance is uncertified or at least 5 years old.

\_\_\_\_\_  
WETT Technician Signature / WETT No.

\_\_\_\_\_  
Date

#### STEP 4: Submit Application

*To receive the rebate, please provide the following:*

- A copy of the purchase receipt  
 Completed application, including applicant information on reverse  
 A photo of the newly installed appliance  
 [Completed program survey](#)

*For applicants replacing an old wood-burning appliance with a new wood-burning appliance, please also provide:*

- Copy of WETT inspection report  
 Copy of wood smoke course certificate

#### Declaration

Signature \_\_\_\_\_

Date \_\_\_\_\_

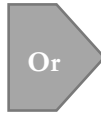
*I declare I have removed a wood-burning appliance that is uncertified or EPA- or CSA-certified and at least 5 years old and installed a new appliance approved under this program.*



DIRECT DEPOSIT AUTHORIZATION FOR ELECTRONIC FUNDS TRANSFER (EFT)

Use this form to:

[ ] Start direct deposit payments



[ ] Change information previously submitted

Effective date: [ ]

Contact Information

Vendor number (if known): [ ]
Name of company or person to receive payment: [ ]
Street Address: [ ]
Suite/Apt.No: [ ]
Contact person: [ ]
Title or position: [ ]
Phone: [ ]
E-mail: [ ]

Confirmation of Deposits

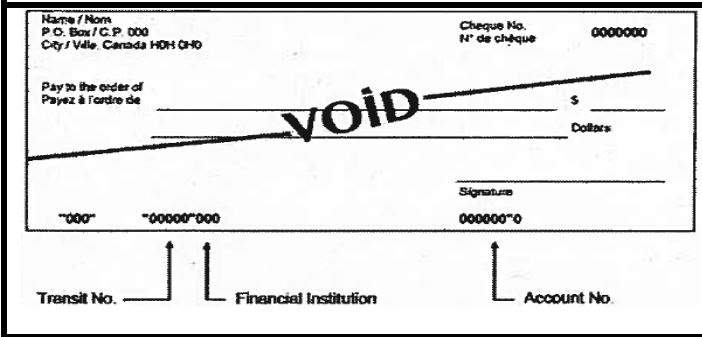
Your bank statement will show payment from Cowichan Valley Regional District. We will send you an e-mail confirmation when we deposit a payment to your account.

E-mail address for confirmation of deposit: [ ]

Bank Account Information for Deposits

Please attach a blank cheque with your bank information on it.

Write void across the front.



Name of bank or other financial institution: [ ]
Address or branch where account is held: [ ]
Transit No: [ ] Institution No: [ ]
Account No: [ ]
Teller Stamp: [ ]

Authorized Electronic Funds Payments:

I authorize Cowichan Valley Regional District (CVRD) to deposit, by electronic fund transfer, payments owed to me. The CVRD will deposit the payments in the bank account designated above. I recognize that I am responsible for payment errors that result from incomplete or inaccurate information on this form.

Forward completed signed form and voided cheque either by mail, email or fax to:

Cowichan Valley Regional District
ATTN: Finance Division
175 Ingram Street, Duncan, BC V9L 1N8
Email: ap@cverd.bc.ca

Authorized signature: [ ]
Printed name: [ ]
Title: [ ]
Date: [ ]

Questions?

Call: (250)746-2576 or
E-mail: ap@cverd.bc.ca