

# ■ UNDERSTANDING YOUR HOMEWARMING APPLICATION

Are you ready to start saving energy and money with no-cost upgrades to your home? Then it's time to complete your application for the HomeWarming program. Let's take a look at each section of your application to make things as easy as possible!



ORGANIZED BY  
NOVA SCOTIA

ADMINISTERED IN PARTNERSHIP WITH  
efficiency  
NOVA SCOTIA

**The first step to enjoying a warmer home and lower bills.**

**Free energy saving home upgrades for income-qualified homeowners.**

HomeWarming has helped over 13,000 Nova Scotians save on heating costs and enjoy a more comfortable home.

If we discover that draft-proofing, insulation or other efficiency options can help make heating and cooling your home more affordable we'll cover the cost of installing the upgrades and arrange the contractors to have the approved home upgrades completed - **all at no cost to you.**

To have your application processed faster complete your HomeWarming application online at [www.homewarming.ca](http://www.homewarming.ca)

**Can I apply?**

Before you start your HomeWarming application make sure you check all the boxes.

**1 Eligibility**

- ☐ You own and occupy a single-unit home (i.e. detached, duplex/semi-detached, townhouse, or mobile home) located in Nova Scotia. (Condos, multi-unit buildings, and rentals do not qualify.)
- ☐ Your home has not previously received upgrades through HomeWarming or the Low Income Homeowner Service.\*
- \*If you were previously enrolled in the HomeWarming Program and heat your home with oil, regardless of if you had received upgrades or not, you are eligible to reapply to the HomeWarming Program to be considered for a heat pump and any electrical panel upgrades needed to install them, pending you meet all other program eligibility requirements.
- ☐ You live in your home year-round, it is your primary residence, and you do not plan to sell it in the near future.
- ☐ Your household net income is under the levels shown in the chart below.

**2 Documentation**

The following supporting documents are required to complete your application. You have:

- ☐ **Proof of income** – a copy of the most recent Notice of Assessment from Canada Revenue Agency for yourself and for each of the persons living in the home that are over the age of 18. You can request a copy from the Canadian Revenue Agency at 1-800-959-8281. (T4, GIS, OAS and general income tax forms are not accepted.)
- ☐ **Proof of home ownership** – a copy of your property tax assessment notice, property tax bill or bill of sale. This must include your full name and civic address. (A copy of your power bill will not be accepted.)

NUMBER OF PEOPLE LIVING IN YOUR HOME	MAXIMUM ANNUAL HOUSEHOLD INCOME <small>(Calculated by subtracting one dollar from the 2016 tax year 433 Notice of Assessment)</small>
1 person	\$29,580
2 to 4 people	\$55,928
5 or more people	\$77,571

Have questions?  
Call us toll free at  
1-877-434-2136  
or visit  
[www.homewarming.ca](http://www.homewarming.ca)

**HomeWarming Application** Incomplete HomeWarming applications will result in a delay of processing. Complete and submit the entire HomeWarming application form and all required documents together.

**Step 1: Homeowner Information**

3 First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

4 Civic Address: \_\_\_\_\_  
Street Number & Name

City or Town: \_\_\_\_\_ County: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone: ( ) - \_\_\_\_\_ Alt. Phone: ( ) - \_\_\_\_\_

Email Address: \_\_\_\_\_

Mailing Address: (if different than civic address) \_\_\_\_\_  
PO Box or RRR Street Number & Name

5 City or Town: \_\_\_\_\_ County: \_\_\_\_\_ Postal Code: \_\_\_\_\_

6 Secondary Contact Name: \_\_\_\_\_ Secondary Contact Phone: ( ) - \_\_\_\_\_

7 Electricity Account Number: \_\_\_\_\_ Electricity Service Provider (if not NS Power): \_\_\_\_\_

**Step 2: House Information**

Including yourself, how many people live in your home that are 6 Adults (18 years or older): 9 Children (under 18 years old):

What type of home do you live in? (Please select one)

☐ Single Unit / Detached ☐ Townhouse ☐ Mobile Home

☐ Duplex / Semi-detached ☐ Other (Please specify): \_\_\_\_\_

Is any part of your home used for profit? (e.g. Business, rental unit) ☐ Yes ☐ No

10 What heat source do you use most to heat your home? (Please select one)

☐ Oil ☐ Wood ☐ Propane ☐ Electricity ☐ Other (Please specify): \_\_\_\_\_

If you selected 'Oil' as your main heating source and use more than 500 liters of oil per year you may be eligible to receive additional incentives to support moving off all home heating to highly efficient electric heat pumps. Are you interested in hearing more? ☐ Yes ☐ No

Does your home have a working heat pump? ☐ Yes ☐ No

**Step 3: Sign and Submit**

Each member of the household 18 years of age and over must sign this form and submit a Notice of Assessment.

By signing this application, I/we hereby consent and acknowledge that I/we have read, fully understand and agree to all of the noted terms and conditions located at [www.efficiencyns.ca/programs-rebates/homewarming/homewarming-program-terms-and-conditions](http://www.efficiencyns.ca/programs-rebates/homewarming/homewarming-program-terms-and-conditions). To request a printed copy of the Terms and Conditions be mailed to you, email [info@homewarming.ca](mailto:info@homewarming.ca) or call 1-877-434-2136 before submitting this application.

**Efficiency Nova Scotia will never ask you for banking information.**

11 First Name Last Name Signature Date (DD/MM/YYYY)

12 \_\_\_\_\_


13 A HomeWarming representative will contact you within four to six weeks of receiving your application.

Send completed application and required supporting documents by mail, email or fax:

MAIL HomeWarming Service Advisor  
Efficiency Nova Scotia  
230 Brownlow Avenue, Suite 300  
Dartmouth, NS B3B 0G5

EMAIL [homewarming@efficiencyns.ca](mailto:homewarming@efficiencyns.ca)

FAX 902-470-3599  
ATTENTION HomeWarming



## 1 ELIGIBILITY

Carefully review the eligibility requirements to ensure that HomeWarming is the right program for you. If you do not meet the requirements visit [www.efficiencyns.ca/program-rebate-finder](http://www.efficiencyns.ca/program-rebate-finder) to learn about other available programs.

## 2 DOCUMENTATION

All adults who live in the house as their primary residence must provide their most recent **Notice of Assessment** from the Canadian Revenue Agency. Line 236 (net income) and Line 435 (total payable) are used to evaluate the household's qualification for HomeWarming.

Your most recent **proof of homeownership** must also be included with your application. This could be a copy of your property tax assessment notice, property tax bill, or bill of sale.

**Notice details**

Social insurance number: 000 000 000

Tax year: 2022

Joseph Black  
123 Sample St  
City NS L1L 1L1

**Tax assessment**

We calculated your taxes using the amounts below. The following summary is based on the information we have or you give us.

We may review your return later to verify income you reported or deductions or credits you claimed. For more information, go to [cra.gc.ca/reviews](http://cra.gc.ca/reviews). Keep all your slips, receipts, and other supporting documents in case we ask to see them.

Line	Description	\$ Final amount	Cdn
250	Total income	65,000	
	Deductions from total income	10,500	
236	Net income	55,000	
250	Taxable income	55,000	
350	Total federal non-refundable tax credits	2,000	
6150	Total Ontario non-refundable tax credits	650	
420	Net federal tax	7,500.00	
438	Net Ontario tax	4,000.00	
435	Total payable	11,500.00	
437	Total income tax deducted	11,000.00	
486	Payment on filing	500.00	
482	Total credits	11,500.00	
	Total payable minus Total credits	300.00	DR
	Arrears Interest	0.00	DR
	Balance from this assessment	300.00	DR
	Balance due	300.00	DR

**HALIFAX**

Person 1  
Person 2  
123 Anywhere St.  
Lot 527 Community Dwelling

**RECEIPT PORTION - RETURN FOR YOUR RECORDS**

BILL DATE: Aug 25, 2017 DUE DATE: Oct 31, 2017 ASSESSMENT# 01234567 INVOICE# 5241607 AMOUNT DUE: 1,301.73 AMOUNT PAID:

PARTICULARS	ASSESSMENT	RATE	AMOUNT
HFM Residential Taxes	221.100	0.0670	1,474.74
URBAN GENERAL RATE	221.100	0.0880	218.68
LOCAL TRANSIT	221.100	0.0480	106.13
REGIONAL TRANSPORTATION	221.100	0.0270	59.70
SUPPLEMENTARY EDUCATION	221.100	0.0130	28.14
FIRE PROTECTION/CITY/CRANTS		0.0030	1,885.99
TOTAL MUNICIPAL RESIDENTIAL TAXES	221.100	0.3460	762.80
EDUCATION AND PROVINCIAL RESIDENTIAL RATE			2,646.79
Total 2017/18 Taxes			0.00
Balance Prior to Bill Date			0.00
Interest on Prior Balance to Due Date			1,347.06
LESS INTERIM PREVIOUSLY BILLED			1,301.73
Total Amount Due ( ) indicates credit			

**PLEASE DETACH AND RETURN WITH REMITTANCE**

BILL DATE: Aug 25, 2017 DUE DATE: Oct 31, 2017 ASSESSMENT# 01234567 INVOICE# 5241607 AMOUNT DUE: 1,301.73 AMOUNT PAID:

HALIFAX REGIONAL MUNICIPALITY  
Please print name of holder of this cheque

Person 1  
123 Anywhere St.  
Community NS Postal Code  
CANADA

### 3 HOMEOWNER NAME

First and last name of the homeowner.  
This must match the name identified on the supplied proof of home ownership document.

### 4 CIVIC ADDRESS

The address where the house is located.  
This may be different from the mailing address.  
Please list the house number before the street name and avoid using abbreviations.

### 5 MAILING ADDRESS

The mailing address of the person applying to HomeWarming. This only needs to be completed if the mailing address is different from the civic address.

### 6 SECONDARY CONTACT

If there is another person you would like to include as a secondary contact on your file, list their information here. If not, please leave blank.

### 7 ELECTRICITY ACCOUNT NUMBER

The unique electricity account number. This can be found on your electricity bill or by contacting your provider.

**Nova Scotia Power Inc.**  
PO Box 648, Halifax Nova Scotia B3J 2Y7  
Any questions? Please call us at 902-426-6230  
Weekdays 9am-5pm  
www.nspower.ca

Account Number 123456-0 Amount due by Jul 18 \$336.39

Pat MacDonald  
123 ANY ST  
YOUR TOWN, NS

Domestic  
Service from Apr 12 to Jun 14, 2020

Meter number	Rate code	No. of days	New meter reading	Last meter read	Multipier	Kwh used
123456	025	63	90624	88034	1	1890

Your meter was read on Jun 14, 2020  
Billing date Jun 15 Includes payments received by Jun 15

Amount	Description
296.65	Amount owing from last bill
-296.65	Payment received May 15 - Thank you
0.00	Balance owing after last payment
<b>Energy charges</b>	
21.66	Base Charge \$10.83/month
288.71	Energy 1890 kWh x \$0.1505
\$320.37	<b>Total energy charges</b>
<b>Other charges:</b>	
48.06	Tax: HST (11931 4938 RT)
-32.08	Provincial Rebate
16.02	<b>Total other charges</b>
<b>Total amount due</b>	<b>Amount due Jul 18, 2020 \$336.39</b>

Interest on overdue amounts is calculated at 1.5% per month or part thereof (19.50% per annum).

### 8 NUMBER OF RESIDENTS – ADULTS

Include all adults (over the age of 18) who live in the house as their primary residence.

### 9 NUMBER OF RESIDENTS – CHILDREN

Include all children (under the age of 18) who live in the house as their primary residence.

### 10 HOME HEATING SOURCE

If the main source of heat for the home is not listed, please explain how the house is heated.

### 11 TERMS AND CONDITIONS

The Terms and Conditions outline how the application information will be used, and who will have access to it. All Terms & Conditions must be accepted before the application is completed. They can be found at [www.efficiencyns.ca/programs-rebates/homewarming/homewarming-program-terms-and-conditions](http://www.efficiencyns.ca/programs-rebates/homewarming/homewarming-program-terms-and-conditions)

### 12 SIGNATURES OF APPLICANTS

All adults (over the age of 18) who live in the house as their primary residence must sign and date the application.

### 13 SUBMITTING YOUR APPLICATION

There are four ways to submit your application: mail, email, fax, or via our website. It is not required to submit your application by all four methods. If you are submitting via fax, remember to include "**Attention: HomeWarming.**"

#### NEED MORE HELP?

You can speak confidentially with a Service Advisor about your eligibility by calling HomeWarming at **1-877-999-6035 (toll free)**.

If your community group or association would like to learn more about HomeWarming, please email us at [homewarming@efficiencyns.ca](mailto:homewarming@efficiencyns.ca) to set up a presentation.

If you are a reporter and would like to speak to HomeWarming, please email us at [media@homewarming.ca](mailto:media@homewarming.ca)