



## 2016 WOOD BURNING DEVICE CHANGE-OUT PROGRAM APPLICATION

**You must complete the application and receive an APCD Voucher before you order or purchase a device or begin any work on your change-out project. All of the items on the following checklist must be submitted with your application.**

### APPLICATION CHECKLIST

**Completed Application:**

- Complete and submit the items from this checklist and ALL application pages; sign and date. Applications can be emailed, mailed or hand-delivered to the SLO County APCD. Please note that future voucher materials must be mailed or hand-delivered, no emails.

**Price Quote for New Gas Appliance:**

- Itemized quote for the new gas-fired stove or insert, listing parts, tax and shipping costs.
- Itemized quote for installation parts and labor to complete the project. The installation quote can be combined with the appliance quote if the dealer will be doing the installation.
- Quotes must identify the dealer or installation contractor, and provide contact information.
- Quote must identify the stove or insert by make and model. Appliances must be certified as heater-rated using the American National Standard ANSI Z21.88/CSA 2.33 (Vented Gas Fireplace Heaters).
- Provide the manufacturer's specification sheet for the new device. The dealer should be able to provide this information.

**Photo Guidelines - Old Wood Burning Device - BEFORE:**

- Photos must be taken before any installation of new device begins (e.g. new electrical outlets, gas lines, etc.).
- Photos must clearly show the existing wood fireplace or woodstove in its original location and with the background clearly shown. For freestanding stoves, a photo must show pipe and ventilation system intact.
- Include at least one close up with any screen doors open.
- Photos of any applicable chimney.
- If the new gas device will be installed in a different location from the old wood device, also include before photos of the location where the gas device will be installed.
- Provide legible photos of any accessible manufacturer tags. If none are accessible, please indicate with an "NA" in this box.

**Photos can be emailed to Meghan Field (mfield@co.slo.ca.us) as long as the combined file size of the photos being submitted is less than 8MBs. Include your name and address with email of photos.**

### APPLICANT INFORMATION

Name:		
Mailing address		
Street:		
City:	State:	ZIP code:
Phone:	E-mail:	
Project physical address (if different from above)		
Street:		
City:	State:	ZIP code:

### OLD DEVICE INFORMATION

Type of device (check one): <input type="checkbox"/> Open hearth (masonry or zero-clearance) fireplace <input type="checkbox"/> Freestanding Stove <input type="checkbox"/> Fireplace insert	Type of fuel: <input type="checkbox"/> Wood (species: _____) <input type="checkbox"/> Pellet
Estimated Wood or Pellet Usage of Old Device (Note: Eligibility is not based on usage however this section is <b>MANDATORY</b> to be filled out): Cords of wood or pounds of pellets per year:    Pieces of wood or pounds of pellets per day:    Average annual days used: _____	

## NEW DEVICE INFORMATION

**NOTE:** The new device must be a natural gas or LPG (propane) fired stove, fireplace or fireplace insert, certified as heater-rated using the American National Standard ANSI Z21.88/CSA 2.33 (Vented Gas Fireplace Heaters).

Device Make:		Device Model:	
Name of Dealer:			
Address of Dealer:			
Dealer City:		State:	ZIP Code:
Dealer Phone:		Contact Person:	
Name of Installation Contractor (if different from Dealer):			
Address of Installer:			
Installer City:		State:	ZIP Code:
Installer Phone:		Contact Person:	
<b>Please provide itemized quotes for the purchase and installation of your selected stove or insert.</b>			

## APPLICANT'S STATEMENT

**By signing this application, I certify that I have read, understand and will adhere to the 2016 Wood Burning Device Change-out Incentive Guidelines, and agree to all of the following:**

- I will be removing an operable, old device or modifying an open hearth fireplace at the project address specified on this application.
- I have not started work of any kind on the project I am applying for.
- I will not make any payments to my chosen device retailer or installer and I will not begin any work on my change-out project until I have received an approved voucher from the APCD.
- Submission of this incentive application does not guarantee receipt of a voucher for my change-out project; this grant program has limited funds and will terminate upon depletion of program funding.
- To be considered for funding, this application must be complete with the prescribed photographs and all requested information.
- The wood burning device is located in a residential or commercial property that I currently own.
- I authorize APCD staff, officers or agents to conduct all necessary on-site inspections of the old device being replaced and of the new installed device in order to verify compliance with program requirements.
- I understand that a City of Morro Bay (within the Morro Bay URL) OR San Luis Obispo County (Los Osos or outside Morro Bay URL) building permit is required to complete the installation of the new stove or insert and receive the reimbursement.
- Check one box below.
 

<input type="checkbox"/> <i>I have included the required pre-installation photos with this application (faxed photos not accepted).</i>	<input type="checkbox"/> <i>I will email the required pre-installation photos to mfield@co.slo.ca.us.</i>
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- I indemnify, defend and hold harmless the APCD and their officers, employees, agents and contractors, from and against any claims, liabilities, costs, damages or losses of any kind that arise from or are alleged to arise from my participation this Wood Burning Device Change-out Program.

Printed name:

Signature:

Date:

*Return completed application to:*

San Luis Obispo County Air Pollution Control District  
 Attn: Wood Burning Device Change-out Program – LO & MB  
 3433 Roberto Court  
 San Luis Obispo, CA 93401  
 805.781.5912

If you have any questions, please contact:  
 Meghan Field at 805-781-1003.

Applications may also be submitted via email to [mfield@co.slo.ca.us](mailto:mfield@co.slo.ca.us).