

# Furnace and Boiler Tune-Up Specifications

We are offering a rebate to customers who have a participating contractor perform comprehensive tune-up services on their natural gas furnace or boiler. Regular maintenance and tune-ups can help a system run more efficiently and last longer, and improve homeowner comfort.

## Participation Requirements

Participating contractors must perform combustion efficiency tests before and after the tune-up and record the results on the tune-up incentive application.

Complete the Furnace or Boiler Tune-Up Report with the following information:

- Customer information with account number
- Contractor name and phone number
- Service date
- Furnace/boiler make, model, efficiency, capacity and venting style
- Performing technician initials that the following items have been completed:

### Maintenance Tasks for Furnaces

- Check and adjust manifold pressure.
- Check temperature rise and adjust airflow to meet manufacturer's recommendations.
- Clean burners, combustion chamber and heat exchanger surface when accessible.
- Clean and inspect burner orifices.
- Clean and inspect ignition system.
- Inspect condensate drain piping; clean as needed.
- Check for proper venting and for adequate combustion air (per code).
- Check and test safety controls.
- Inspect filter, replace standard 1" and 2" filters, clean washable filters.
- Inspect blower, clean in place. Removal of blower assembly not required.
- Run equipment through complete sequence of operation.

### Maintenance Tasks for Boilers

- Check and adjust manifold pressure.
- Measure water temperature rise and adjust flow to meet manufacturer's specifications.
- Clean burners, combustion chamber and heat exchanger surface when accessible.
- Clean and inspect burner orifices.
- Clean and inspect ignition system.
- Check for proper venting and for adequate combustion air (per code).
- Inspect condensate drain piping; clean as needed.
- Inspect water pump(s).
- Inspect expansion tank for corrosion and proper air cushion.
- Check and test safety controls.
- Run equipment through complete sequence of operation.

- Pre- and post-service data, including:
  - Combustion efficiency
  - Stack temperature
  - Carbon dioxide levels
  - Oxygen levels
  - Carbon monoxide levels
  - Comments on any unresolved safety or efficiency issues
- Technician signature on the tune-up report
- Homeowner information and signature on the Terms and Conditions form

## Customer Eligibility

Incentives are available for separately metered, single-family homes or multifamily dwellings that contain fewer than three individual units. Tune-up services for multiple pieces of equipment at the same address qualify for multiple incentives. Nominal minimum Btu capacity to qualify is 40,000 input. The program is available to Consumers Energy residential natural gas customers only. **Only one rebate is available for each qualifying heating unit serviced within the measure life, which is two years.** For example, a furnace tune-up performed in 2023 is eligible for a comprehensive tune-up rebate in 2025 (2023 + 2 (year measure life) = 2025).

## Application Processing

**Participating contractors are responsible for submitting rebate applications on behalf of their customers.**

All program applications must be submitted online at [MyCEprogram.com](https://MyCEprogram.com) within 30 days after the service is performed. Funding for this program is limited and available on a first-come, first-served basis. Applications must be accompanied by a completed customer invoice and the Furnace or Boiler Tune-Up Report.

## Mobile Application Tools

The program now offers a range of mobile apps to allow for easier and faster application submissions from the field. These tools are available for iOS 11 and above and Android 6.0 (Marshmallow) and above smart devices.

Benefits of mobile app submission include:

- Built-in calculators
- Step-by-step process with required fields to minimize missed information and the resulting flaws
- Forms and Terms and Conditions built right into the application
- Ability to obtain electronic customer signature and submit photos of supporting documents
- List of all pending and submitted jobs by contractor to help keep track of the status

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