



CONSUMERS ENERGY REBATE REASSIGNMENT PROCESS & INSTANT REBATES

In an effort to streamline the rebate reassignment process, all contractors will now be required to add the instant rebate amount onto the customer invoice, if you are not doing so currently.

Consumers Energy will continue to encourage all contractors to utilize rebate reassignment. The process represents a valuable opportunity to potentially close more high-efficiency level equipment sales and offer customers an upfront discount.

Here's the two easy steps required:

1. Have the account holder fill out and sign a [rebate reassignment form](#)
2. Indicate an instant rebate line item on the customer's invoice
Consumers Energy rebate - with the amount shown on the invoice (example outlined in red box below)

EXAMPLE ONLY

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	Installed 98% Furnace	5,000.00	5000.00
1	Consumers Energy rebate	-\$400	-\$400
SUBTOTAL			\$4600.00
TOTAL DUE			\$4600.00
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Thank you for your continued involvement in the HVAC program! If you have any questions regarding the rebate reassignment form or process, please reach out to the Account Advocate Team.

Account Advocate Team
877-404-7937
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