

CMHC Eco Plus and Eco Improvement Partial Premium Refund Application

Borrower eligibility

Ensure that you meet **all** of the following criteria:

- Mortgage financing is insured by Canada Mortgage and Housing Corporation ("CMHC")
- Application is being submitted within 24 months of the closing date of the mortgage
- The supporting documentation is no more than five (5) years old as at the closing date of the mortgage
- You have paid your lending institution for the costs of CMHC mortgage loan insurance

CMHC Loan Number (mandatory): _____

You can obtain your CMHC Loan Number by referring to your mortgage document or by contacting your mortgage lending institution.

CMHC Eco Plus and Eco Improvement eligibility/certification information

Mark an "X" in the appropriate box below **and attach a copy of the supporting documentation with this application form:**

I/We used CMHC-insured financing to:

PURCHASE of an existing home with intent to complete \$20,000 of energy efficiency improvements in 3 categories: Building envelope, mechanical systems, renewable energy

PURCHASE/CONSTRUCT a new home or **PURCHASE** an existing home

PURCHASE of a new or existing condominium unit in high rise building

For a complete list of CMHC Eco Plus eligibility requirements visit www.cmhc.ca/ecoplus.

For complete details on CMHC Eco Improvement eligibility requirements visit www.cmhc.ca/ecoinprovement.

Supporting documentation to be submitted with application form

Based on your selection above, submit the required document with your application form:

Purchase of an existing home with intent to complete \$20,000 of energy efficiency improvements in 3 categories: Building envelope, mechanical systems, renewable energy systems	<ul style="list-style-type: none">• Paid invoices confirming the type of measures and amount spent;• EnerGuide Renovation Upgrade Report and EnerGuide Label (if available).
Purchase/Construction of a new home or Purchase of an existing home	<ul style="list-style-type: none">• Eligible final certificate; or• EnerGuide Label or EnerGuide Renovation Upgrade Report (if available).
Purchase of a new or existing condominium unit in high rise building	<ul style="list-style-type: none">• Eligible final certificate.

*For BC Step Code a Compliance Report is acceptable.

Borrower information

Property address for which the partial premium refund (the "Refund") is requested:

Street number	Street name		
City		Province or territory	Postal code

Direct deposit (EFT) information

The Refund will be made to the account identified below.

Please provide the following information and attach a void cheque or equivalent.

This account must hold Canadian funds at a financial institution in Canada.

Name of account holder		Bank transit number (5 digits)	Financial institution number (3 digits)	Bank account number (maximum 12 digits)	
Financial institution name	Branch street address		City	Province or territory	Postal code

All borrowers listed on the mortgage loan application **MUST** be included on this application and each borrower **MUST** consent to its processing via signature.

I/We, the borrower(s) certify that the information given is true, correct and complete to the best of my/our knowledge.

I/We request and authorize CMHC to deposit the Refund payable to me/us to the account identified in the Direct Deposit (EFT) Information section above.

Borrower name (please print)	Signature	Date (DD-MM-YYYY)

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Contact information in case CMHC must contact you regarding your application:

Borrower name:

Borrower Telephone Number		Borrower email address
Primary:	Alternate:	

Submit application and supporting documentation

Submit your application, supporting energy efficiency documentation, and copy of void cheque to CMHC by email to eemrefund@cmhc-schl.gc.ca, by fax at 1-800-245-9274 or by mail to:

700 Montreal Road (Suite 1000), Ottawa, Ontario, K1A 0P7

Allow at least 6-8 weeks for your application to be processed. Once processed, you will be contacted by phone or email regarding the status of your application (e.g. Approved – EFT being sent; Missing documentation; or Declined – not eligible).

The personal information you provide to your lending institution, which is forwarded to the CMHC as part of your application for the CMHC Eco Plus and CMHC Eco Improvement (the “**Program**”), is collected under the *National Housing Act* and other applicable laws for the purposes of determining eligibility for the Refund under the Program.

Participation in the Program is voluntary and refusal to provide personal information may result in your application being removed from consideration. The personal information collected will be used by CMHC and any other party helping CMHC to administer the Program.

You agree that the information submitted to CMHC may be used and exchanged for the following purposes: (i) to consider your eligibility for the Refund requested; (ii) for policy analysis and research; (iii) for administration and evaluation of the Program; (iv) for use by CMHC and the Government of Canada for purposes described in the *National Housing Act* (Canada); and (v) to protect CMHC from errors and fraud. CMHC is authorized to process and store such information and make it available to its employees, and others engaged by CMHC, for the purposes of assessing your eligibility for the Refund requested, the administration of the Program and the collection of analytics. If any of the information changes or becomes inaccurate, you must promptly notify CMHC of the change.

CMHC is committed to protecting the privacy, confidentiality and security of the personal information that it holds by adhering to the requirements of the *Privacy Act* with respect to the management of personal information. By providing CMHC with your personal information for the purposes of the Program, you are consenting to CMHC's collection, use and disclosure of your personal information in strict accordance with the *Privacy Act*. Personal Information collected by CMHC for the purpose of the Program can be found in CMHC's Info Source Publication on its website under the following Personal Information Bank:

CMHC PPU 280, *National Housing Act* (NHA) Insured Loans Files

The *Privacy Act* provides individuals with certain rights to access their personal information that is under the control of CMHC, to request corrections of their personal information and to file a complaint with the Privacy Commissioner of Canada regarding CMHC's handling of personal information. Any questions, comments, concerns, requests for personal information or complaints may be directed to CMHC's Access to Information and Privacy Office at ATIP-AIPRP@cmhc.ca or you may also visit its website at <https://www.cmhc-schl.gc.ca/about-us/corporate-reporting/transparency/access-to-information-and-privacy-protection>

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