ILLINOIS SAVES WITH PROPANE
Appliance Rebate Program

REBATE APPLICATION INSTRUCTIONS

Here's a comprehensive list of the information that you as a propane marketer will submit to apply for a propane appliance rebate on behalf of your customer.

Information Needed to Submit Rebate Application

- ☐ Customer's full name
- ☐ Customer's mailing address
- ☐ Customer's email address
- ☐ Appliance installation address
- ☐ Appliance type and information
- ☐ Date of safety inspection
- ☐ Proof of purchase
  (copy of the end user's sales receipt or paid zero balance invoice)

Homes in propane jurisdictional systems do not qualify.
Please read the program guidelines for eligible marketers, consumers & installations.

Registration

1. Go to **ILSavesWithPropane.com**
2. In upper right hand corner, go to **Marketer Sign Up** to register to use the system
3. Registration is required

How to Submit a Rebate

1. Navigate to **Dashboard**
2. Click on **Apply for New Rebate**
3. Choose an application type
4. Fill out the form
   (All fields must be filled out accurately. Rebates cannot be edited after they are submitted)
5. Upload the proof of purchase
   (copy of the end user's sales receipt or paid zero balance invoice)
6. Click **Submit**

How to Fix an Incomplete Rebate

1. Navigate to **Dashboard** > **Manage Rebates**
2. Choose an application type
3. Search for your customer's name and click **Complete Rebate**
4. Read the notification at the top of the rebate
5. Update the missing or incorrect information
6. Click **Submit**

How to Track an Existing Rebate

1. Navigate to **Dashboard** > **Manage Rebates**
2. Use the search function or scroll down to view the status of your rebates