



MULTIFAMILY, HOA & COMMERCIAL WATER SOFTENER REMOVAL REBATE APPLICATION

JULY 1, 2022—MARCH 31, 2023 (OR UNTIL FUNDS DEplete)

DO NOT BEGIN YOUR WATER SOFTENER REMOVAL PROJECT UNTIL YOU RECEIVE A PRE-INSPECTION AND A NOTICE TO PROCEED FROM THE WATER CONSERVATION OFFICE.

HOW TO APPLY

- **The quickest and most secure way to submit is online at [ScottsdaleAZ.gov](https://www.scottsdaleaz.gov), search “rebates”**
 - A confirmation email is sent following an online submission. If no confirmation is received within 24 hours and the spam folder was checked, assume the application was not successfully submitted and reapply. Alternatively, this application form may be printed, completed and mailed to Water Conservation Rebates, 9312 N 94th St, Scottsdale, AZ 85258.
- When a paper application is received, it is entered into the online application system and a confirmation email is sent to the applicant. Save this confirmation email as proof of application.
 - If the paper application is submitted less than one month before March 31, 2023, call 480-312-5650 to verify application receipt.
 - Required documentation is not returned.
- If this form is printed, scanned and emailed to Waterconservation@ScottsdaleAZ.gov it is entered into the online application system and a confirmation email is sent to the applicant.
- Regardless of submission type, the confirmation email is proof of application.

IMPORTANT INFORMATION

- Application and rebate funds will be available on July 1, 2022. Conservation will process complete applications on a first-come, first-serve basis until application deadlines or rebate fund depletion.
 - Applications are complete when all information is on an application form and all required documents are attached, signed, and legible.
 - Applications are incomplete if the required information or documentation is missing or illegible. A one-time notification will be sent to the email provided on the application. Upon submission of the missing information, the application is considered complete and eligible for processing, unless it is past the application deadline or funds are depleted.
- Once approved, rebates are applied as a credit to the active water account within two billing cycles. Rebate credits are not applied to closed utility accounts or transferred to a different account. Applicants should verify that all rebates have been approved and applied prior to closing a utility account or transferring an account to a tenant.

IMPORTANT DATES & EXTENSION

- **Water softeners removed before the rebate program begins on July 1, 2022 are ineligible.**
- It is up to the applicant to track deadlines. The application must be submitted between July 1, 2022 and March 31, 2023 and the project Completion and Notification Deadline is April 30, 2023.
- If funds are available and a Notice to Proceed was issued, an extension may be granted. To request a one-year extension, contact Conservation before April 30, 2023. An official extension will be emailed to the email address listed on the application. One extension per property. Keep a copy as proof of the extension.
- Verbal extensions are not valid. If you believe you received a verbal extension or have not received your emailed extension within two weeks from the request, contact Conservation.

RENTAL PROPERTIES

- The applicant must be the current property owner. A tenant or a designated representative, such as a property manager, may apply for a rebate with written permission from the property owner.
- Owners of multiple properties may apply for rebates for each property. However, rebates are property specific and applied as a credit to the active water account associated with the location where the removal occurred. If the owner does not live on-site or is not listed on the active water account, it is the owner’s responsibility to coordinate inspections and rebate funds with the tenant(s).

TAX INFORMATION & W-9

- All water softener removal rebates must submit a [W-9 form](#).
- The completed and signed W-9 form must be received before the rebate credit is applied to the active water account.
- Scottsdale will send 1099 forms to customers after December 31 each year. For more information on rebate credits, contact a tax professional.

DO NOT DUPLICATE AND DISTRIBUTE THIS FORM.

APPLICANTS MUST COMPLY WITH THE CURRENT REQUIREMENTS AT [SCOTTSDALEAZ.GOV](https://www.scottsdaleaz.gov) SEARCH “REBATES”

JULY 1, 2022—MARCH 31, 2023 (OR UNTIL FUNDS DEplete)

DO NOT BEGIN YOUR WATER SOFTENER REMOVAL PROJECT UNTIL YOU RECEIVE A PRE-INSPECTION AND A NOTICE TO PROCEED FROM THE WATER CONSERVATION OFFICE.

IMPORTANT INFORMATION

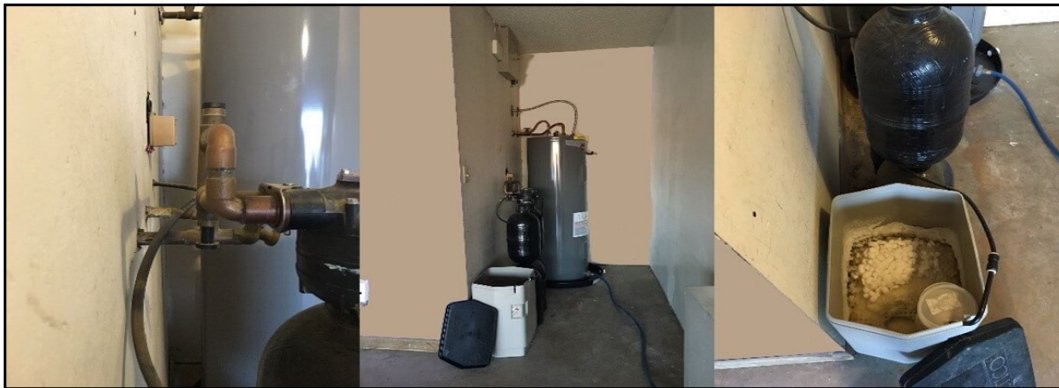
- The intent of the program is to remove connected, functioning water softeners to reduce salinity in our wastewater. While this rebate is set up for conventional household water softeners, commercial sites removing non-conventional household water softeners may also qualify.

WATER SOFTENER REMOVAL ELIGIBILITY

- **Water softeners already disconnected or removed are not eligible. Photos of the project, before and after the removal are completed, do not qualify.**
- Property must receive water or sewer services from Scottsdale Water.
- Water softener rebates are limited to the number existing on the property, whichever is less after June 30, 2016.
- New construction ineligible.

REBATE SUBMITTAL REQUIREMENTS

- Photo requirements pre-removal.
 - Photos must be taken within 10 days of application submission – time stamps will be checked. Enable the timestamp feature on your camera. *Altered or misrepresented photos will be considered fraudulent, and the rebate will be denied.*
 - Required photos must include (examples below):
 - ◊ One photo of the plumbing connection
 - ◊ One photo of the location (business, garage)
 - ◊ One photo of the salt/brine tank



PRE-INSPECTION

- Conservation will review the submitted time-stamped photos.
- If necessary, in-person inspections will take place during normal business hours. An inspector will call the number provided on the application to arrange an in-person inspection.
- From date of application, Conservation has up to two business weeks to schedule a pre-inspection. While Conservation tries to schedule as soon as possible, last minute inspections are not possible — please coordinate with contractors accordingly.

RECEIVE THE NOTICE TO PROCEED VIA EMAIL

- After submitted photos are approved or after the pre-inspection, Conservation will email a Notice to Proceed to the email address listed on the application. Keep a copy of the Notice to Proceed.
- A verbal Notice to Proceed is not valid. If you believe you received a verbal Notice to Proceed but have not received the email, contact Conservation before beginning the project.
- Funds are reserved for removal projects from the Notice to Proceed date to the program Completion and Notification Deadline.

DO NOT DUPLICATE AND DISTRIBUTE THIS FORM.

APPLICANTS MUST COMPLY WITH THE CURRENT REQUIREMENTS AT [SCOTTSDALEAZ.GOV](https://www.scottsdaleaz.gov) SEARCH “REBATES”

MULTIFAMILY, HOA & COMMERCIAL WATER SOFTENER REMOVAL REBATE APPLICATION

JULY 1, 2022—MARCH 31, 2023 (OR UNTIL FUNDS DEplete)

DO NOT BEGIN YOUR WATER SOFTENER REMOVAL PROJECT UNTIL YOU RECEIVE A PRE-INSPECTION AND A NOTICE TO PROCEED FROM THE WATER CONSERVATION OFFICE.

ACCEPTABLE REPLACEMENTS

- Scottsdale Water recommends customers interested in a salt-free water conditioning unit review the information below for guidance. Scottsdale Water does not have a recommended provider list.
 - The [Santa Clarita Valley Sanitation District](#) has examined water conditioning units that are in compliance with a salt-free ordinance. Consumer ratings were submitted by Santa Clarita Valley residents and do not represent the views of the Sanitation District or the city of Scottsdale.
- If a salt-free conditioner is not installed, then a soldered hard-pipe permanent closure or a pro-press fitting is required, see example photos below. Shark bites or flexible hoses with threaded ends are not considered permanent and do not qualify.



Soldered fitting



Pro-press fitting

PHOTOS & POST-INSPECTION

- To notify the Conservation of project completion, email WaterConservation@ScottsdaleAZ.gov.
- Final inspection instructions will then be sent via the email provided on the application.
 - *Project completion is defined as having the water softener removed and either a qualifying non-salt using water treatment system installed or a permanent closure installed.*
- If necessary, an in-person post-inspection will take place during normal business hours.

SECOND PHASE & INSTALLMENT

- The applicant will be sent a notice for the second installment via the email provided on the application approximately one year after the first \$125 installment. It is the applicant's responsibility to contact Conservation within 13 months following the first installment for final installment instructions if they do not receive notice.



[CLICK HERE TO APPLY ONLINE](#)

APPLY BETWEEN	REBATE AMOUNT	COMPLETION & NOTIFICATION DEADLINE	LIMIT PER PROPERTY	REQUIRED SERVICE	REQUIRED PHOTOS	W-9 INCLUDED?
7/1/2022—3/31/2023	TWO INSTALLMENTS OF \$125, TOTAL \$250	4/30/2023	NUMBER ON PROPERTY	WATER OR SEWER	CONNECTION, LOCATION, AND BRINE TANK <input type="checkbox"/> YES	<input type="checkbox"/> YES
NAME ON ACCOUNT			PROPERTY OWNER'S NAME (IF DIFFERENT)			
PROPERTY ADDRESS			ZIP	OWNER'S PHONE		
SCOTTSDALE WATER ACCOUNT NUMBER			OWNER'S EMAIL			

IF YOUR HOA PAYS FOR YOUR WATER/SEWER USE, PLEASE PROVIDE YOUR HOA'S CONTACT INFORMATION

HOA NAME (IF HOA PAYS UTILITY BILL)		PROPERTY MANAGER OR HOA CONTACT	
MANAGEMENT COMPANY	EMAIL	PHONE	

I HAVE READ AND UNDERSTAND THE PROGRAM DESCRIPTION AND REQUIREMENTS ON PAGES 1 & 2. I UNDERSTAND PHOTOS MAY BE ACCEPTED IN PLACE OF AN INSPECTION, HOWEVER I AGREE TO ALLOW IN-PERSON INSPECTIONS AS REQUESTED.

SIGNATURE:

DATE:

DO NOT DUPLICATE AND DISTRIBUTE THIS FORM.

APPLICANTS MUST COMPLY WITH THE CURRENT REQUIREMENTS AT SCOTTSDALEAZ.GOV SEARCH "REBATES"