

PER ORDINANCE, POOL REMOVAL REBATES MUST RECEIVE A PRE-INSPECTION AND A NOTICE TO PROCEED FROM THE WATER CONSERVATION OFFICE BEFORE REMOVING POOL.

HOW TO APPLY

- The quickest and most secure way to submit is online at [ScottsdaleAZ.gov](https://scottsdaleaz.gov/search/rebates), search “rebates”
 - A confirmation email is sent following an online submission. If there is no contact within 24 hours, check your spam folder, and reapply if needed.
- 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.
- 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. If there was no city contact after three weeks, call 480-312-5650 to verify the application was received. Documents are not returned.
- Once approved, rebates are applied as a credit to the active water account within two billing cycles. 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.
- Modifications to this application must be approved in writing by Conservation. If you believe you received a verbal modification or extension and you have not received written confirmation, contact Conservation. Unapproved project modifications may result in a denied rebate.

DATES & EXTENSION

- **Pools removed before the rebate program begins on July 8, 2026, are ineligible.** No exceptions.
- It is up to the applicant to track deadlines. The application must be submitted between July 8, 2026, and April 30, 2027. The project Completion and Notification Deadline is May 31, 2027.
- If funds are available and a Notice to Proceed was issued, an extension may be granted. To request the three-month extension, contact Conservation before May 14, 2027. One extension per rebate. No exceptions.

IMPORTANT INFORMATION

- Conservation will process complete applications on a first-come, first-serve basis, unless it is past the application deadline or funds are depleted.
 - Applications are complete when all required information is on an application form and 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 applicant regarding the incomplete status.
- Conservation will use the contact information listed on the application. The applicant is responsible for notifying Conservation of contact changes and for monitoring their email, voicemail, and regular mail.
 - Add WaterConservation@ScottsdaleAZ.gov to your safe senders list.
- Applicants should keep copies of all rebate documents and correspondence as proof of activities.
- No new construction.

APPLICANT

- The applicant must be the current property owner. A tenant or a designated representative, such as a property manager, may act as a liaison with Conservation 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 & IRS FORM W-9

Applicants receiving more than \$2,000 for rebates in a calendar year must submit a **W-9** form. The W-9 must be received and dated in the same year the rebate credits are issued. An inaccurate or incomplete W-9 may result in an issued rebate being revoked. If a W-9 is required, Scottsdale will send 1099 forms to customers after December 31st each year. For more information on rebate credits, contact a tax professional.

DO NOT DUPLICATE AND DISTRIBUTE THIS FORM (9/1/2026, V2)

Applicants must comply with the current application at [ScottsdaleAZ.gov](https://scottsdaleaz.gov/search/rebates) search “rebates”

July 8, 2026 – April 30, 2027

APPLICATION PROCESS**1. Determine pool removal eligibility**

- Property must receive water from Scottsdale Water.
- Must be an outdoor, permanently installed, in-ground pool* with a 150 square foot (sq. ft.) minimum of water surface area. When a pool, spool, spa have shared pool equipment and are removed at the same time, the water surface areas can be combined to meet the minimum requirement.
- Above-ground pools are ineligible at any size. Fountains, water features, ponds, etc. are ineligible.
- Per ordinance, all pool removal rebates must receive a pre-inspection and a Notice to Proceed from the Water Conservation Office before the removal starts as outlined in the steps below.

2. Required permit and photos and submit application

- **Obtain a Demolition Permit** from Scottsdale's Planning and Development Services Department. Visit the One Stop Shop, located at 7447 E Indian School Rd, Suite 105, Scottsdale AZ 85251, (480-312-2500), and submit a Demolition Application for the pool (electric and gas inspections included in permit). To complete the application, bring these items:
 - Contractor's name and their [AZ Registrar of Contractors](#) business license number.
 - Site plan (hand drawn is OK) as listed in Demolition Application of pool location, utility lines to be demolished, etc.
- **Take pre-removal photos and submit with rebate application**
 - Take two timestamped photos of the pool from different angles. Photos must be taken within 10 days of application submission. If using a phone, [take a screenshot with the timestamp visible](#).

3. Conservation reviews rebate application for issuance of Notice to Proceed

- Conservation may conduct an on-site inspection during normal business hours to verify the pool measurement. An inspector will call the number provided on the application to arrange an inspection.
- The pool removal rebate square feet (sq. ft.) measurement is based on the water surface area and does not include the associated decking or hardscape. Once Conservation's pre-inspection is complete and the demolition permit is obtained by the applicant, Conservation will email a Notice to Proceed (NtP) to the email address listed on the application.
- The rebate is based on the measurement in the NtP. The rebate is \$400 + \$2 per sq. ft. of water surface area, with a maximum of \$1,500.
- If there is a concern with the official pre-inspection measurement, do not start the project and contact [Conservation](#). If the removal has already started, Conservation's original measurement will remain.
- Funds are reserved from the NtP date to the program Completion and Notification Deadline.

4. Begin project and comply with removal area reinstallation requirements

- Pools cannot be replaced with water-intensive features (fountains, ponds, spas, etc.), grass, high-water-use plants or trees. Arizona-friendly, drought tolerant plants may be installed in the removal area.
- Pools must be filled in, even if a deck or other building structure is installed over the top.
- All exposed soil in the removal area(s) must be covered, no bare dirt is allowed.
 - If granite or another top dressing is used, it must be at least two inches deep.
 - No plastic sheeting (impermeable weed barrier) is allowed.
 - If artificial turf is used, it must be attached to the ground and installed per manufacturer's specifications.

5. Post-inspections & rebate issuance

- If required, contact [Inspection Services](#) (480-312-5750) for an inspection to complete the permit process.
 - Notify Conservation of project completion by using the secure link in the NtP email and upload:
 - **Photo(s) of the completed removal area and a completed and signed W-9 (if applicable).**
- The approved rebate is a credit applied to the active water account within two billing cycles. Rebate credits will stay on the account until depleted. Look for your rebate on your utility billing statement under BILLING SUMMARY.
 - If you do not wish to leave your credit on your account, contact Utility Billing at 480-312-2461 and ask for your utility account balance.

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REVIEW REBATE APPLICATION PAGES 1 THROUGH 3 BEFORE YOU SIGN.

**DO NOT BEGIN THE REMOVAL PROJECT UNTIL YOU HAVE A NOTICE TO
PROCEED FROM THE WATER CONSERVATION OFFICE.**

MARK YOUR CALENDAR FOR DEADLINE DATES:

Applications accepted starting July 8, 2026

If needed, Extension Request Deadline May 14, 2027

Completion & Notification Deadline May 31, 2027



[CLICK HERE TO APPLY ONLINE](#)

Apply Between	Rebate Amount	Completion & Notification Deadline	Limit Per Property	Required Service	Estimated Sq. Ft. for Water Surface Area	Demo Permit Obtained?	Timestamped Photos Included?	A W-9 is required at Project Completion
7/8/2026 and 4/30/2027	\$400 + \$2 per sq. ft. water surface area, maximum total, \$1,500	5/31/2027	1	Water		☐ Yes	☐ Yes	☐ Acknowledged
NAME ON ACCOUNT					PROPERTY OWNER'S NAME (IF DIFFERENT)			
PROPERTY ADDRESS					ZIP	OWNER'S PHONE		
SCOTTSDALE UTILITY ACCOUNT #					OWNER'S EMAIL			
☐ I AM THE PROPERTY OWNER AND I HAVE READ AND UNDERSTAND THE PROGRAM DESCRIPTION AND REQUIREMENTS ON PAGES 1, 2 AND 3. ☐ I AGREE TO ALLOW POOL INSPECTIONS AS REQUESTED. ☐ I UNDERSTAND THAT THE WRITTEN APPLICATION REQUIREMENTS AND PROCEDURES SUPERSEDE ANY VERBAL CONVERSATION(S) I MAY HAVE HAD WITH VENDORS OR CITY STAFF AND ANY MODIFICATION TO THE APPLICATION MUST BE CONFIRMED IN WRITING BY THE WATER CONSERVATION OFFICE. ☐ I AGREE NOT TO INSTALL WATER-INTENSIVE FEATURES OR PLANT MATERIAL IN THE REMOVAL AREA AND I UNDERSTAND THAT IF DONE, CONSERVATION RESERVES THE RIGHT TO REVOKE THE REBATE.								
SIGNATURE:					DATE:			

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