

### Septic System Maintenance Rebate Claim Form

Property Owner(s): \_\_\_\_\_ Pre-Approval # (if applicable): \_\_\_\_\_

Email: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Property Address (where work was done): \_\_\_\_\_

City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Mailing Address (if different than above): \_\_\_\_\_

Authorized Person & Qualifications: \_\_\_\_\_

#### Rebate Claim

Claims must be received before pre-approval expires and no later than December 31 of the same calendar year that the work was completed.

Check all that apply:

- Effluent Filter Installation/Maintenance (Max \$100) Total Cost: \_\_\_\_\_
- Distribution Box Installation/Maintenance (Max \$200) Total Cost: \_\_\_\_\_
- Access Riser Installation/Maintenance (Max \$400) Total Cost: \_\_\_\_\_
- System Inspection (Max \$500) Total Cost: \_\_\_\_\_

#### Acknowledgement

By submitting this form, I acknowledge that:

- I have read the CVRD Septic System Maintenance Rebate Information Sheet.
- I am including a copy of a detailed invoice and proof of payment (i.e. receipt) to support my claim.
- The invoice **must show** that septic system maintenance actions were completed by an appropriately qualified Authorized Person.
- The CVRD is not responsible for the performance, maintenance or repairs to my septic system.
- Each property with a septic system is eligible for a single one-time rebate, covering 75 per cent of total applicable costs up to a maximum of \$700.
- The CVRD will only issue payment for a rebate to a registered property owner.

\_\_\_\_\_  
Applicant Name

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date of Application

Return your completed rebate claim form to the CVRD:

By email: [engineering@comoxvalleyrd.ca](mailto:engineering@comoxvalleyrd.ca)

By mail or in-person: Septic Maintenance Rebate Program  
Comox Valley Regional District  
770 Harmston Avenue, Courtenay, BC V9N 0G8

**CVRD Office Use Only**

Received by: \_\_\_\_\_

Date Received: \_\_\_\_\_

Detailed Invoice:

Proof of Payment:

Approved:

Date Approved: \_\_\_\_\_

Funds Requested: \_\_\_\_\_

Funds Approved: \_\_\_\_\_