



**City of Pullman  
WATER CONSERVATION REBATE APPLICATION**

Return application by email: **ConservationRebate@pullman-wa.gov**,  
fax **(509)334-2751** or mail to:  
**Finance Department, Attn: Rebate Program**  
325 SE Paradise Street, Pullman, WA 99163

**ACCOUNT INFORMATION**

Name on Water Account:	Water Account Number:
Account Holder Phone:	

**REBATE REQUEST SITE ADDRESS INFORMATION**

Site Address:	Unit#:	Site/Complex name if not Single Family:
Type of Building(select one): <input type="checkbox"/> Single Family <input type="checkbox"/> Multi-Family <input type="checkbox"/> Commercial <input type="checkbox"/> Other (explain)		

**TYPE OF REBATE**

**EXISTING TOILET REPLACEMENT:** (# of toilets)

**NEW CONSTRUCTION TOILET INSTALLATION:** (# of toilets)

**EXISTING MULTI-FAMILY COMMUNITY WASHING MACHINE REPLACEMENT:** (# of washing machines)

**IRRIGATED LAWN REMOVAL:** (approximate sq footage of area to be removed)  
*Available once per 5-year period; to be verified by City of Pullman Finance Dept*

**CONTACT INFORMATION**

Contact Name (legal owner, tenant, property manager etc.):	e-mail:	
Phone:	Best time to contact:	
Mailing Address:	Unit #:	
City:	State:	ZIP Code:

**REBATE CHECK INFORMATION**

Make check payable to (must be legal owner):	e-mail:	
Mailing Address:	Unit #:	
City:	State:	ZIP Code:
Payee Phone:	Payee Social Security # or Federal Tax ID # (*) (required for payment)	

**SIGNATURE**

By signing this application I certify the information provided is true to the best of my knowledge and I acknowledge that I am the legal owner of the property for which the rebate is being requested. I understand the rebate will only be dispersed to me, the legal owner, and not a property manager, tenant or any other party managing or living on the premises.

Legal Owner (signature)	Date
	( ) Initial that you have read the reverse side
Legal Owner (printed)	

*\* Required before a rebate check can be issued. You may provide it here or call (509)338-3204.*

## REBATE PROCESS\*

1. Obtain an application via the city website at [www.pullman-wa.gov](http://www.pullman-wa.gov) or in the Finance office at City Hall (325 SE Paradise Street).
2. Complete the application and return it to the Finance department as prescribed at the top of the application. **The rebate process cannot begin until an application is completed and submitted.**
3. Finance staff will enter the information into a database which will then be transmitted to the Maintenance & Operations staff who will contact you within five days of receipt of your application information and will set up a time to inspect what is existing **prior to any work being done. Anything altered and/or removed prior to application for the program and prior to inspection will NOT qualify for a rebate.**
4. At the end of the pre-certification inspection you will be verbally notified of the inspection results. Shortly after the pre-certification inspection you will receive a letter documenting the results of that inspection. The letter will contain contact information that you will utilize once the work is done.
5. Once work is completed, call the phone number or e-mail the e-mail address in the letter you received and set up a time for a post-certification inspection. While there is no time limit on getting the work done, it is best to complete the work as soon as possible. (Because the rebate amounts are tied to the city's budget each year, be advised that while it is not likely, there is a possibility the rebate amounts could change at any time.)
6. When the post-certification inspection is completed, the inspector will promptly enter the results into the database and the Finance department will mail a rebate check to the person who completed the application within three weeks of the post-certification inspection.

\*Steps 3, 4, 5, do not apply for a New Construction Toilet Installation. The process is more internally automated for new construction. Information from the application will still be entered into a database but there is no need for a pre-certification inspection. The post-certification inspection will automatically be triggered by an internal city process that happens in conjunction with a final inspection for occupancy of the structure.

## REBATE AMOUNTS

- ✓ Toilets
  - If your existing toilet is greater than 1.60 gallons per flush (gpf) you are eligible for one of three rebate amounts:
    - Replace existing toilet with a maximum 1.60 gpf and receive \$75.
    - Replace existing toilet with a maximum 1.28 gpf and receive \$125.
    - Replace existing toilet with a maximum 1.00 gpf and receive \$150.
  - If your existing toilet is a maximum 1.60 gpf you are only eligible for one rebate amount:
    - Replace existing toilet with a maximum 1.00 gpf and receive \$50. **There are no rebates available for replacing a broken maximum 1.60 gpf with another maximum 1.60 gpf or replacing a maximum 1.60 gpf with a maximum 1.28 gpf.**
  - A \$50 rebate is offered for a maximum 1.00 gpf toilet if installed during **new construction**.
- ✓ Washing Machines
  - Non-Energy Star certified washing machines in multi-family community laundry areas replaced with Energy-Star certified washing machines in common laundry areas receive \$200 per certified appliance.
- ✓ Lawn Removal
  - Replace an **existing area of lawn that is currently being watered and is 300 square feet or larger** and receive \$150. (This rebate is limited to once every five years.)

Questions regarding the application can be directed to the Finance department at 509-338-3204. Other questions about the program can be directed to the Maintenance & Operations office at 509-338-3242.