



FOR OFFICE USE ONLY

**RESIDENTIAL SEPTIC TANK PUMPING
REIMBURSEMENT APPLICATION**

NOTICE TO APPLICANT:

- All applications **MUST** include a copy of the invoice from a licensed Sewage Waste Hauler registered with the Department of Digital Government and Service NL.
- The date on the invoice must identify the same calendar year as when the application is submitted. For example, if an application is submitted to the Town on July 1, 2024, the invoice must have been issued in 2024. For residential septic tank pumping completed during the December month, applications will be accepted by the Town until January 31 of the following calendar year.

(1) PROPERTY OWNERS' INFORMATION:			
Name:			
Mailing Address:		Postal Code:	
Phone #:		E-mail:	
Address of Property (if different from mailing address above):			

(2) LICENSED SEWAGE WASTE HAULER INFORMATION:			
Company Name:			
Service NL Approval #:			
Phone #:		E-mail:	

(3) CLAIM INFORMATION:	
Date of Work Completed:	
Total Cost of Work:	
<p>Program Information:</p> <p>In accordance with the Town of Portugal Cove-St. Philip's Residential Septic Pumping Assistance Policy, the Town may reimburse property owners for some of the cost of having a residential septic tank pumped out as per the following criteria:</p> <ul style="list-style-type: none"> • Reimbursement may be provided to property owners pumping out a residential septic tank for routine maintenance or replacement. • Property owners shall apply to the Town for reimbursement on such application form as may be prescribed by Council. A copy of the invoice from the licensed Sewage Waste Hauler shall be included with the application at the time of submission. The date on the invoice must identify the same calendar year as when the application is submitted. For example, if an application is submitted to the Town on July 1, 2024, the invoice must have been issued in 2024. For residential septic tank pumping completed during the December month, applications will be accepted by the Town until January 31 of the following calendar year. • Waste disposal must be carried out by a licensed Sewage Waste Hauler registered with the Department of Digital Government and Service NL and disposed of at an approved waste disposal site. • The maximum reimbursement shall be 50% of the cost to have the residential septic tank pumped out to a maximum of \$250.00. • Each residential property shall be eligible for a reimbursement a maximum of once every four (4) years. • Residential septic tank pumping reimbursements will have a yearly budget limit established by Council. Reimbursements shall be available to eligible property owners until the budgeted funds are expended, at which time any further reimbursements will not be available. Property owners may wish to inquire with the Town prior to having their residential septic tank pumped as to whether funds are still available. • A property owner may apply for preapproval prior to having their septic tank pumped out to confirm if funds are available. If a property owner is preapproved, the paid invoice must be submitted to the Town within 30 days of the preapproval date. • If a reimbursement is to be issued, payment will be forwarded to the property owner at the mailing address identified on the application form. 	

DECLARATION STATEMENT

In the province of Newfoundland and Labrador, do solemnly declare that the statements herein contained in this application are true and made with a full knowledge of the circumstance connected with same. I hereby submit this application and confirm that I have read the "DECLARATION" herein and I make this solemn declaration, conscientiously believing it to be true and knowing that is of the same force and effect as if made under oath.

Applicants Signature: _____ Date: _____