

**DO NOT RELY ON STORE WEBSITES, PACKAGING OR PRODUCT PICTURES FOR WATERSENSE ELIGIBILITY. ALWAYS UTILIZE WATERSENSE'S PRODUCT SEARCH TO VERIFY YOUR PRODUCT'S ELIGIBILITY.**

Lists are periodically updated, and eligibility may change. If you are unsure, call the WaterSense helpline toll free at 866-987-7367 or email [WaterConservation@ScottsdaleAZ.gov](mailto:WaterConservation@ScottsdaleAZ.gov)

## 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. If there was no city contact after four weeks, call 480-312-5650 to verify the paper application was received.

- Submitted documentation is not returned.

- If this form is printed, scanned, and emailed to [WaterConservation@ScottsdaleAZ.gov](mailto:WaterConservation@ScottsdaleAZ.gov) it is entered into the online application system and a confirmation email is sent to the applicant.

- Regardless of submission type, save the confirmation email as proof of application.

## IMPORTANT INFORMATION

- Applications will be accepted starting May 6, 2024 with rebate fund disbursement starting July 1, 2024. 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 email provided on the application. Upon submission of the missing information, the application is considered complete and eligible for processing.

- 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

- **Irrigation controller purchases made before the program began on May 6, 2024 are ineligible.**
- It is up to the applicant to track dates. The complete application must be submitted between May 6, 2024 and **March 31, 2025.**
- No extensions.

## 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 installation 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 AND IRS FORM W-9

Applicants receiving more than \$600 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 31<sup>st</sup> each year. For more information on rebate credits, contact a tax professional.

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**WATERSENSE LABELING REQUIREMENT**

- Controllers must be WaterSense labeled and listed on the EPA's WaterSense [product search](#). In addition to the required installation photos, photos of the SKU or model number on the packaging can also be submitted to expedite rebate processing.
- Some irrigation controllers, such as Irritrol's Rain Dial R Series, require additional plug-in components to become WaterSense labeled. Check if additional components are required through the EPA's product search.

**ELIGIBILITY & REBATE AMOUNT**

- Irrigation controller purchases made before the rebate program began on May 6, 2024 are ineligible.
- Property must receive water from Scottsdale Water.
- Rebates are limited to one per property after June 30, 2016.
- Rebates are for the cost of the controller with associated pieces (installation, parts, tax, shipping, etc. excluded). Cost, up to \$250 per controller.
  - Associated pieces such as a rain sensor or outdoor enclosure, are eligible **when purchased with a new WaterSense labeled controller**. Ineligible items are glue, pipe, wire, etc.

- All components must be in new condition and not reconditioned/refurbished or purchased after market.
- New construction is ineligible.

**SUBMITTAL REQUIREMENTS & REBATE**

- Add [WaterConservation@ScottsdaleAZ.gov](mailto:WaterConservation@ScottsdaleAZ.gov) to your safe senders list.
- **Itemized receipts are required and must:**
  - Show the purchase date on or after May 6, 2024
  - List the make and model or SKU
  - Show the cost of each item
    - ◊ If the controller, labor, and other costs are in one sum, obtain an itemized receipt from your vendor.
- **Post installation photos are required and must:**
  - Show the controller (with enclosure box open if applicable) and each additional component **after it was installed at the property**.
- Altered or mis-represented receipts or photos will be considered fraudulent, and the rebate will be denied.
- The rebate will appear as a credit on your utility billing statement within two billing cycles. Rebate credits will stay on the account until depleted.

 [CLICK HERE TO APPLY ONLINE](#)

Apply Between	Rebate Amount	Required Service	Limit per Property	Purchase Price per Device	Receipt Included?	Post Installation Photo(s) Included?
5/6/2024—3/31/2025	COST, UP TO \$250	WATER	1	\$	<input type="checkbox"/> YES & RECEIPT IS ITEMIZED	<input type="checkbox"/> YES & CONTROLLER IS VISIBLE (I.E. OUTDOOR ENCLOSURE OPEN)
NAME ON ACCOUNT				PROPERTY OWNER'S NAME (IF DIFFERENT)		
PROPERTY ADDRESS				ZIP	OWNER'S PHONE	
SCOTTSDALE UTILITY ACCOUNT NUMBER				OWNER'S EMAIL		

**IF YOUR HOA PAYS FOR THE WATER USAGE, PROVIDE THE 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 AND 2. I UNDERSTAND PHOTOS MAY BE ACCEPTED IN PLACE OF AN INSPECTION; HOWEVER, I AGREE TO ALLOW ON-SITE INSPECTIONS AS REQUESTED.

SIGNATURE:	DATE:
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