



DIVISION OF ENERGY AND ENVIRONMENT
FREDERICK COUNTY, MARYLAND

30 North Market Street • Frederick, Maryland 2170
Phone (301) 600-1416 • Fax (301) 600-2054 <http://www.frederickcountymd.gov/septicrebate>

Septic System Pump-Out Rebate Program Application

Please be sure to review the instructions below and on application. If your application is missing required information, we will contact you. **If the requested information is not received within 60 days, your application will not be eligible for the program.** For questions related to this application, please email the Division of Energy and Environment at SepticRebate@frederickcountymd.gov.

***Please note: You are only eligible for a rebate once every five years, from date septic pumped, per address.**

Instructions to Apply:

1. Select a licensed septic pumping company that sends its waste to a Frederick County wastewater treatment plant (WWTP). A list of approved haulers can be found on the Septic Pump Out Rebate Program website: <http://www.frederickcountymd.gov/septicrebate>
2. Complete application. ***Note:** The **applicant** should match the individual who ordered and paid for the pump out on the hauler invoice.
3. Upload or attach a **copy** of the septic pump out invoice that shows the service performed.
4. Proof of Payment is required. Accepted proofs of payment are as follows:
 - Cancelled check (**front and back**)
 - Credit card receipt (**must show account holder's name**).
 - Invoice or "paid receipt" signed by the hauler as "**PAID IN FULL**" with a **\$0.00 balance due**.
5. Sign and date the application. **Applicant must sign the application.**

How to Submit Your Application:

1. Email: SepticRebate@frederickcountymd.gov or
2. Mail: Division of Energy and Environment
Attn: Suzanne Cliber
30 N. Market Street
Frederick, MD 21701

Please Note:

- Do not staple documents
- Rebate processing may take up to 60-90 days.
- There will be a delay in processing if required information is missing or incorrect
- Rebates are available for residential septic systems that have been pumped out **after January 1, 2022.**
- Rebate is not guaranteed and is subject to funding availability and offered on first come, first-served basis.
- Additional costs associated with equipment, parts, upgrades etc. are not eligible for a rebate.



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The following items must be included with your application (Do not staple documents)

- Invoice from licensed pumping company that sends its waste to the Frederick County wastewater treatment plant. Invoice **must include service location address**
- Proof of payment is required. Proof of payment accepted:
 - Cancelled check (front and back)
 - Credit card receipt. Receipt must show the **account holder's name**.
 - Invoice or paid receipt, signed by the hauler showing that the account has been "PAID IN FULL" with a **\$0.00 balance due**.

Please complete the following information:

Address of Property (where pump-out occurred):

Applicant Name (the individual who is on the hauler invoice):

Phone Number: _____ **Email Address:** _____

Address to which rebate should be mailed (if different from above):

How did you find out about the Septic Pump Out Rebate Program?

Verification Statement: *The information submitted is true and accurate to the best of my knowledge. Furthermore, I grant Frederick County the right of enter the property and inspect septic pump-out, if necessary.*

Signature of Applicant: _____ **Date:** _____



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APPLICATION CHECKLIST

Before you submit your application, **please check** that you have completed the steps below.

1. Did the pump out you are requesting a rebate for occur **after January 1, 2022?**
2. Is the applicant the same as the individual who ordered the pump out on the hauler invoice?
3. Has the applicant signed and dated the application?
4. Have you included the property address where the pump out occurred?
5. Is there an invoice from the hauler who provided the service included with your application?
6. Have you attached proof of payment?

QUESTIONS?

If you have any questions about filling out your application or questions about the required documentation, please contact us at SepticRebate@FrederickCountyMD.gov.