

DIVISION OF ENERGY & ENVIRONMENT

30 North Market Street, Frederick MD 21701

Phone: 301-600-1416 ■ Fax: 301-600-2054

Email: SepticRebate@FrederickCountyMD.govWebsite: www.FrederickCountyMD.gov/SepticRebate**INSTRUCTIONS for Applying for a Septic System Pump-Out Rebate**

Please read all instructions before submitting a rebate application. If you have any questions, please send email to: SepticRebate@FrederickCountyMD.gov.

1. Was your septic system pumped after JANUARY 1, 2024? If so, continue to step 2.

2. Was the hauler who performed your septic pump-out listed as a participating contractor? If so, continue to step 3. (The list of participating septic haulers can be found on our [website](#).)

3. If you have never received a septic pump-out rebate before, skip to step 4.

Properties are only eligible to receive a septic pump-out rebate once every five years.

Rebates are eligible for:

- Pump-outs that occur after January 1, 2024.
- Addresses that have not received a pump-out rebate within the past five years.

(Our staff will evaluate your application history and notify you if the address is not eligible for a rebate.)

4. If an approved septic hauler was contracted and it is time to apply for a pump-out rebate, the individual who paid for the service may now request a rebate. Continue to step 5.

5. A signed, completed application must be accompanied by both an invoice and proof of payment. Before continuing to step 6, please have ready:

- An invoice from a licensed pumping company on our [approved haulers list](#). The invoice must include the address where the septic pump-out occurred.
- Proof of payment for pumping service. Please submit ONE of the following:
 - A paid receipt/invoice, provided by the hauler, showing the account has been paid in full with no balance due. (Preferred method.)
 - Or, a credit card receipt for the pump-out transaction.
 - Or, a cancelled check (front and back, with account numbers blacked out).

6. Visit our website to complete your application online (highly preferred) or to download and print a form: www.FrederickCountyMD.gov/SepticRebate

PLEASE NOTE: Only the person that paid for the septic pump-out service can apply for a rebate and sign the application form.

Rebate applications can take up to 90 days to be processed and have a check issued by mail.

SEPTIC PUMP-OUT REBATE PROGRAM: ADDITIONAL INFORMATION



PLEASE NOTE:

- This program has a set amount of annual funding. \$75 rebates are offered on a first-come, first-served basis and are subject to funding availability.
- It may take up to 60-90 days for an application to be processed and a rebate issued. Rebates are paid by check mailed to the applicant.
- If the application is missing required information, you will be contacted and the process will be delayed until all materials have been submitted. If all requested materials are not received within 60 days, the application will be declared void.

FREQUENTLY ASKED QUESTIONS:

- Who can apply for a rebate?

Only the individual or entity that paid for the pump-out service can apply for a rebate.

- What service qualifies for a \$75 rebate?

Septic tank pump-outs only, no other system services, installations, or upgrades.

- Where is the list of participating septic haulers posted?

The list, and other program information, is online at: www.FrederickCountyMD.gov/SepticRebate

- When is a property eligible to apply?

Once every five years. If you have applied previously, use the handy calculator tool on our website to see if it is time to apply again.

- How do I submit my application?

• Use our easy online form to provide information and upload documents, OR,

• Instead, you may choose to mail a printed, completed application form and supporting documents (do not staple paperwork) to:

Division of Energy and Environment - Septic Rebate
30 North Market Street, Frederick, MD 21701

• OR, scan or snap a photo of your application and documents and send by email to:
SepticRebate@FrederickCountyMD.gov

• OR, fax all required documents to 301-600-2054.

- Who do I contact if I have other questions or need assistance applying?

Email: SepticRebate@FrederickCountyMD.gov

Phone: 240-385-7226