



APPLICATION REVIEW CHECK LIST

GREASE INTERCEPTOR REBATE PROGRAM



Customer Name: _____

Installed Location No.: _____

2.01. Eligible Participants

Only existing food service facilities within the City of Jacksonville Beach, with undersized and/or unauthorized existing grease removal systems, may qualify for rebates.

2.02. Requirements

- ☐ Rebates are valid only for existing food service facilities.
- ☐ Rebates do not apply to new construction.
- ☐ The Customer must receive water and sewer utilities services from the City.
- ☐ The qualifying Grease interceptor(s) and installation(s) must be located on the outside of the Customer's building and be approved by Public Works. (**City Permit #** _____.)

PUBLIC WORKS Employee Initials: _____

2.03. Application

- ☐ Application must be submitted to Public Works within 120 days of purchase and installation. (**Copy Attached.**)
- ☐ An **itemized** copy of each proof of purchase and each installation invoice/ receipt paid by the Customer must be attached to the application. This paid **itemized** invoice/receipt must include the customer name, address, and purchase / installation date. More information specific to this rebate may be required. (**Copy Attached.**)

PUBLIC WORKS Employee Initials: _____

2.04. Additional Terms

- ☐ Equipment must be installed in accordance with the manufacturer's recommendations.
- ☐ Equipment must be installed and Public Works onsite verification done prior to rebate issuance.
- ☐ Rebates are not to exceed 50% of the Customer's purchase / installation costs, up to a maximum of \$5,000.

PUBLIC WORKS Employee Initials: _____ (**CITY CHECK REQUEST Form attached.**)

- ☐ In the event that a qualifying Customer is in default of any City payment obligations, at its sole discretion, the City may apply the rebate as a credit against such default amounts.

FINANCE Employee Initials: _____

FINANCE

Concurred by: _____

Date: _____

City Check No.: _____

Date: _____

City Check Mailed to Customer:

Date: _____

NOTE: Scan and email copies of this completed **CHECK LIST** and the **CITY CHECK** to **Public Works Admin.**

PUBLIC WORKS

Max Rebate Authorized: **50% Total Qualifying Costs** not to exceed **\$5,000.**

- Submitted Total Cost Paid by Customer: \$ _____
- Total Qualifying Costs as approved by City \$ _____
- 50% Total Qualifying Costs: \$ _____

Rebate Authorized: \$ _____

Reviewed by: _____ Date: _____

Approved by: _____ Date: _____

Revised 2016-12-05