



TOWN OF SUSSEX
BASEMENT FLOODING PREVENTION SUBSIDY APPLICATION

Property and Contact Information		
Owner's Name:	Construction year of the home:	
Address:	Town:	Postal Code:
Telephone Number's:	Home:	Work:
Email address:		

Subsidy Information		
Completed Work	Work Description	Subsidy Information
<input type="checkbox"/>	Disconnection of downspouts from the sanitary sewer system.	Subsidy is for 50% of the invoiced total by contractor up to a maximum of \$300.00 .
<input type="checkbox"/>	Disconnection of the weeping tiles/foundation drains from the sanitary sewer system.	Subsidy is for 50% of the invoiced total by contractor up to a maximum of \$2,000.00 .
<input type="checkbox"/>	Purchase and installation of a building code-approved backwater valve inside the home.	Subsidy is for 50% of the invoiced total by contractor up to a maximum of \$700.00 .

*** Homeowners will only qualify for this subsidy if they have demonstrated they do not have any downspout or weeping tile / foundation drain connections to the sanitary sewer.**

Required Document Checklist – Please include the following with your application	
<input type="checkbox"/>	Building Permit issued by the Town of Sussex
<input type="checkbox"/>	Receipt of payment for the building permit.
<input type="checkbox"/>	Copy of the Detailed receipt from the licensed plumber contractor performing the work. This receipt shall include the following; <ol style="list-style-type: none"> 1. Name of Business completing the work. 2. Name of the licensed Plumber completing the work. 3. Certificate of Qualifications License number of the Plumber completing the work. 4. Details of the work completed broken down to specifically show separate costs associated directly with each of the following: disconnection of weeping tiles, installation of a sump pump system, disconnection of downspouts, and / or installation of the main sanitary line backwater valve. 5. Written proof from the contractor indicating the sump pump is not required / advised (and why) when a backwater valve is only being installed.
<input type="checkbox"/>	Confirmation of inspection completed by the Town of Sussex.



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<input type="checkbox"/>	Original signed Waiver, 2 pages.
<input type="checkbox"/>	Original Signed Application Form, 2 pages including the Terms and Conditions.
Release	
I hereby certify that I am the Property Owner of the Property and have had the work completed as described above. I also hereby certify that I have read, understand and agree to the Program Terms and Conditions hereto attached.	
Homeowner Signature:	Date:

OFFICE USE ONLY

Application #:	Dated Received:	
Approval Subsidy Amount:	Approval Signature:	Date:



TOWN OF SUSSEX

BASEMENT FLOODING PREVENTION SUBSIDY TERMS & CONDITIONS

The Town of Sussex (the “Town”) supports local residents in the taking of proactive measures to mitigate the risk of basement flooding events through the Basement Flooding Prevention Subsidy Program (the “Program”). These Terms and Conditions are set out to govern conditions of any support between the Town and the Applicant as part of the Program.

1. Work is defined as any of the following;
 - a. Disconnection of downspouts from the sanitary sewer system.
 - b. Disconnection of weeping tiles from the sanitary sewer system and installation of a sump pump system with battery backup.
 - c. Installation of a National Building Code of Canada approved backwater valve. *(Homeowner will only qualify for a backwater valve subsidy if they have demonstrated they do not have any downspouts or weeping tile / foundation drain connections to the sanitary sewer system.)*
2. Completed Work is defined as Work that is fully functional and acceptable under industry standards. Work is only deemed “Complete” upon meeting the National Building Code of Canada standards as approved at the time of the Application and approved by the Building Inspector of the Town.
3. All Work, and Inspection of Work, is to be coordinated by the homeowner.
4. The homeowner is responsible for the on-going operation and maintenance of all equipment installed as part of the Work.
5. The Homeowner must sign the Town’s application form and Waiver form, releasing the Town from any and all liability resulting from Work carried out as part of the Town’s Basement Flooding Prevention Subsidy Program.
6. Reimbursement will occur upon satisfactory review of the submitted required forms and associated documentation, and the Work being declared Complete. A Cheque will be mailed out within 4 to 6 weeks of receipt of an acceptable and complete application.
7. The Town will not be held responsible for any maintenance or warranty, with respect to the performance, capabilities, or failures of any Work, device, or workmanship related to any Work performed as participation in any part of this Subsidy Program.
8. The Town reserves the right to accept or reject, at its sole and absolute discretion, any application or any part thereof.
9. At any time and for any reason, the Town may terminate the program and refuse any or all further applications. Any such decisions may be made in the Town’s sole and absolute discretion.
10. Failure to meet any or all conditions of the Terms and Conditions may result in application refusal, disentitlement to any subsidy, and / or refusal of future applications to the Program.

_____ *Homeowner Initials*