



**CITY OF RICHMOND DEPARTMENT OF PUBLIC UTILITIES  
Residential Lead Service Line Replacement Grant Program  
APPLICATION FORM – For Plumber Contracted Work**

**Section 1 – Address of Eligible Property (must be in City limits)**

Street Address \_\_\_\_\_ Tax Parcel ID \_\_\_\_\_  
City \_\_\_\_\_ Zip Code \_\_\_\_\_

**Section 2 – Property Owner Information**

First Name \_\_\_\_\_ Last Name \_\_\_\_\_  
Daytime Phone \_\_\_\_\_  
Email \_\_\_\_\_  
Mailing Address (if different from above) \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

**Section 3 – Tenant Information (if different from property owner)**

First Name \_\_\_\_\_ Last Name \_\_\_\_\_  
Daytime Phone \_\_\_\_\_ Email \_\_\_\_\_

**Section 4 – Grant Disbursement Conditions**

- The City reserves the right to deny any application, and submitting an application does not guarantee an award of monies. Grant disbursement monies are subject to the availability of allotted grant funds. DPU reserves the right to determine eligibility of property.
- Must be an existing occupied home or under active renovation with a lead service line on the property.
- Property owner must submit a detailed, itemized quote from a licensed plumber with this application.
- Disbursement amounts will be paid directly to contracted plumber for direct costs for lead service line replacement not to exceed \$2,500. The property owner is responsible for any amount above that.
- Property address must not be in arrears in any payments to the City.
- Property owner and plumber must execute agreement provided by the City after approval of this application.

**Section 5 – Acceptance of Conditions**

In applying for participation in the Grant Program, I understand and agree to the following:

- I will own the replaced lead service line on my property and am solely responsible for its maintenance.
- I hold the City harmless from any liability related to the work performed on my property in the lead service line replacement.
- I understand the City does not guarantee the work done by my contracted plumber.
- I waive and release any claim or action against the city of Richmond for losses, damages, expenses or costs resulting from or related to my participation in the program and indemnify the City against such claim or action made or taken by someone else.
- I understand that any materially false information, statement or representation found in this application or supplemental documents, the City reserves the right to:
  - reject my application,
  - demand from me full and immediate repayment of any incentive money paid to my plumber for work performed on my property, and
  - take legal action against me.

\_\_\_\_\_  
Property Owner Signature Date

**Application Submission/Contact Information**

Mail, deliver, or email the completed application and itemized quote(s) from your plumber to:

Lead Service Line Replacement Grant Program  
City of Richmond Department of Public Utilities  
Development Services  
900 E. Broad Street, Room 115  
Richmond, VA 23219  
DPU.DevelopmentServices@Richmondgov.com

Questions can be directed to: Lead Service Hotline (804-646-8600) or DPU Development Services (804-646-8544)

**For Internal Use Only**

Date Received	Date Processed	Application	City Work Required	City Work Scheduled For
		<input type="checkbox"/> Approved <input type="checkbox"/> Denied	<input type="checkbox"/> Yes <input type="checkbox"/> No	