

Water Fixture Subsidy Program (Income Qualified)

Proof of Income Documents:

Each member of your household or participating tenant (18 years of age or older) must submit a copy of their most recent Income Tax Notice of Assessment.

If any members of your household or participating tenants do not have a copy of their income tax documents, contact Canada Revenue Agency at 1-800-959-8281 to request a copy or print them off from your online Canada Revenue Agency account at <https://www.canada.ca/en/revenue-agency.html>.

APPLICANT INFORMATION

Name _____

Mailing Address _____

Phone Number _____

Email _____

PROPERTY INFORMATION

Utility Account Number _____

Service Address _____

Rent or Own _____

HOUSEHOLD INFORMATION / INCOME VERIFICATION

Number of Individuals Living at Property (Children Included) _____

List of Occupants Living at Property

Name	Age

Your income bracket is determined by all occupants of the household, children included. To find income requirements, see our [Water Fixture Subsidy Program Details](#) document or go to [City of Brandon - Water Fixture Subsidy Program](#).

Total household income _____

Your total household income is a combination of all the adult occupants (18+) in your household.

REQUIREMENTS FOR APPLICATION

1. Ensure you are eligible using the combined household incomes of the people that live at your residence, based on your notice of assessments.
2. Ensure that your current toilet is not already a low flow toilet (less than 6L)
3. Take a before picture of your current toilet
4. Obtain a copy of your notice of assessment from the Canadian Revenue Agency

Ways to Apply:**Option One**

Apply online at [Welcome - City of Brandon, MB - CityView Portal](#)

1. Click on **Building and Plumbing Permits** and create an account or enter your account information to begin your application.
2. Under the Building and Plumbing Permits heading, select **Apply for a Building or Plumbing Permit**.
3. Please fill out your permit (see example below) selecting **Environmental Initiatives** as the application type, **Fixture Rebate** as the category of work being done and describe the work as **upgrading your toilet**.
4. Proceed with the next steps, providing your specific information.

Permit Application - Description and Type
TMPPR20250000729
Required information is indicated with an asterisk (*).

Choose the application type:*
Environmental Initiatives

Please categorize the nature of the work being done:*
Fixture Rebate

Please describe the work being done:*
I am upgrading my bathroom shower and toilet.
Limit 4000 characters

You will need to submit both a digital copy of this application and a copy of all of notice of assessments of each member of your household in the CityView Portal.

Option Two

Apply by emailing your application and supporting documents to: devservices@brandon.ca

Option Three

Apply in person at the A.R. McDiarmid Civic Complex, 638 Princess Ave (Door D)

PAYMENT INFORMATION – ELECTRONIC FUNDS TRANSFER (EFT)

A void cheque must be included with this form. In the absence of a void cheque documentation from the bank specifying the account holders name and account details will be accepted.

Handwritten information will **NOT** be accepted.

Email for Remittance _____

The email address listed above will receive payment advice information.

Banking information will be held in the strictest confidence.

If you have any questions regarding completion of the payment information, please contact Accounts Payable by phone at 204-729-2224 or email at payables@brandon.ca.

APPLICANT DECLARATION

As the applicant, I confirm and verify to the City that the information provided in this application is true and complete. By signing this application, you agree to have the City of Brandon deposit funds into the bank account provided.

Signature: _____ Date: _____

Print Name: _____

Completed forms can be submitted by email at devservices@brandon.ca or dropped off at the A.R. McDiarmid Civic Complex, 638 Princess Ave (Door D), Brandon, MB, R7A 0P3

CITY OF BRANDON IS LEGISLATED BY THE FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT AND WILL ENSURE THAT COLLECTION AND USE OF PERSONAL INFORMATION, INCLUDING FINANCIAL INFORMATION, IS IN COMPLIANCE WITH SAID ACT. IF YOU HAVE ANY CONCERNS WITH RESPECT TO THE COLLECTION OR USE OF THE PERSONAL INFORMATION, PLEASE CONTACT THE ACCESS AND PRIVACY OFFICER AT 204-729-2269.