



### Property Owner Steps

Steps to follow when determining if your home or property has a lead service line that qualifies for the Lead Service Line Reimbursement.

#### STEP 1: VERIFICATION

- Verify if your water service is lead lined
  - Contact the City of Eau Claire Utilities Division at 715-839-5045 to set up an appointment for a water professional to inspect your water service and determine if it qualifies for this program.

#### STEP 2: REPLACEMENT

- Hire a Qualified Plumber
  - Contact a plumber from the [list of Qualified Plumbers](#) on the City website.
  - We recommend that you get at least three (3) quotes to make sure you are receiving the best price.
  - Have your verified lead service line replaced.

#### STEP 3: APPLICATION

- Fill out the **Application for Reimbursement of Cost for Lead Water Service Line Replacement**. This application can also be found on our website ([Application for Reimbursement](#)).
  - Fill out the application completely.
  - Sign and Date the application.
  - Attach a copy of the payment receipt.
  - The Licensed Plumber must sign the application.
  - Return the complete application to:  
City of Eau Claire  
Attn: Inspections  
203 South Farwell Street  
Eau Claire, WI 54701

#### STEP 4: PAYMENT

- You will receive a check from the City of Eau Claire Finance Department for the actual replacement costs of the lead service line, up to a maximum of \$1,000.

#### QUESTIONS

Please contact the City of Eau Claire Utilities Division at 715-839-5045 with any questions.