

Not-for-Profit Exemption

The Municipal Code of Chicago was recently amended by the City Council as it relates to exemptions. The amended ordinance is effective January 1, 2013. A Summary of the amendment is located [here](#).

A letter detailing the process has been sent to all Not-for-Profits currently receiving an exemption. It is also available via this website for new applicants

The account must have a meter to receive the exemption.

The organizations should complete the application and return it within 45 days (by January 31, 2014).

We intend to process the applications and complete appropriate adjustments for the entire 2013 calendar year.

The first bill in 2014 will reflect the organization's appropriate exemption level in accordance with their submitted application.

Applying for a Not For Profit Water Exemption

Step 1

The first step in the Not for Profit Exemption process is to review the application cover letter for important information and submission instructions. It is located here: [NFP Cover Letter 12-13-13](#)

Step 2

The second step in the Not for Profit Exemption process is to fill out the NFP Application completely. Don't forget to fill out the 2nd page with your financial data and sign the 3rd page. The application is located here: [NFP Application 12-13-13](#)

Step 3

The third step in the Not for Profit Exemption process is to fill out the NFP Water Conservation Plan Commitment. It has instructions on how to submit it. Department of Water Management will be available to assist you develop a plan. The Commitment is located here: [NFP Water Conservation Plan 12-13-13](#)

Need Help?

You can always call us at 312.744.4426.

If you need more support, you are welcome to attend one of several workshops that are being hosted by the Interfaith Coalition and the City of Chicago. More information on these workshops is located here: [NFP Workshop 12-13-13](#)