

River Friendly Landscape Program

Contractor Packet

Subject: The River Friendly Landscape Program Receipt Requirements

Dear Landscape Contractor:

The River Friendly Landscape Program provides eligible residential and commercial customers a rebate to replace existing turf grass (front yard only for single family customers) with drought tolerant landscaping, to upgrade irrigation systems and to replace existing irrigation controllers with Water Sense labeled smart irrigation controllers. The program has specific requirements for receipt submittal. For a rebate to be processed, the City must receive an itemized receipt for all landscape materials used. This includes, but is not limited to: plants, trees, mulch, permeable pavement materials used, and irrigation materials.

The full itemized receipt/invoice from you must include the following:

- Your company name, contact information and state contractor's license number
- All Labor and Materials separated and clearly marked
 - All Materials must be listed with price and quantity for each
- Project Start Date
- Project Finish Date
- Grand Total
- Date, Type and Amount of Customer's payment, and whether it was paid in full

As the contractor hired to complete the renovation project for a River Friendly Landscape customer, it is important that you understand the City's requirements so that the customer gets the most out of their experience with their landscape renovation, and the River Friendly Landscape Program.

Please see the attached sample receipt.

If you have any questions on the Receipt Requirements for the River Friendly Landscape Program, please email us at riverfriendly@cityofsacramento.org or call our office at (916) 808-1337. When making an inquiry, please let us know the name and address of your customer.

Best Regards,

The Water Conservation Office
City of Sacramento
Department of Utilities
(916) 808-1337
riverfriendly@cityofsacramento.org

Sample Invoice for Materials and Labor

Project Start Date: _____

Project Finish Date: _____

Company Name _____

Company Address _____

State Contractor License # _____

Company Phone # _____

Company Email Address _____

Customer Name _____

Customer Address _____

Customer Phone # _____

Customer Email Address _____

Description	Quantity	Unit Price	Total price
Labor:			
Labor for Sod Removal	10 Hrs.	\$55.00/Hr.	\$550.00
Labor for Planting and Mulch Installation	40 Hrs.	\$55.00/Hr.	\$2,200.00
Labor for Irrigation Controller(s) Installation	2 Hrs.	\$100.00/Hr.	\$200.00
Labor for Irrigation upgrade Installation	4 Hrs.	\$50.00/Hr.	\$200.00
Subtotal for Labor			\$3,150.00
Materials (tax included):			
Teucrium Fruticans	7	\$12.00	\$84.00
Iris Douglasiana	2	\$5.00	\$10.00
Salvia Leucantha	2	\$4.50	\$9.00
Buddledja Royal Red	2	\$4.00	\$8.00
Coral Bells	4	\$4.50	\$18.00
Crape Myrtle	1	\$46.50	\$46.50
Penstemon "Midnight"	9	\$4.50	\$40.50
Sedum "Angeline"	18	\$4.50	\$81.00
Red Bud Tree	1	\$179.00	\$179.00
Mex Pebble	20 Sq. Ft.	\$20.00/Sq. Ft.	\$400.00
Small Bark	6 Yards	\$40.00/Sq. Ft.	\$240.00
Subtotal for Materials			\$1,116.00
Tax for Materials (8.5%)			\$94.86
Grand Total:			\$4,360.86*

*The total of your labor and material prices may vary. This is strictly an example.

Payment date: _____

Paid amount: _____

PAID

Total due balance: \$0.00

“Please indicate payment type”

Paid by:

1. Check please provide number: _____
2. Credit/debit card please provide last four digits: _____
3. Cash
4. Other (explain)

*The total of your labor and material prices may vary. This is strictly an example.