

## REQUEST FOR SERVICE

Please check service and provide all applicable information.

### Existing Septic Tank System

\_\_\_ Residential Evaluation Fee \$150.00  
(Priority \$225.00)

\_\_\_ Commercial Evaluation Fee \$300.00  
(Priority \$450.00)

(Please note that an existing system evaluation is used to verify the condition of a system at the request of the homeowner, lender or other agency. For new construction please consult with staff for instructions on applying for a septic permit)

Request Purpose \_\_\_\_\_

Requesting Persons name \_\_\_\_\_ Phone # \_\_\_\_\_

Property Owners Name \_\_\_\_\_ Phone # \_\_\_\_\_

Property Address \_\_\_\_\_

Subdivision Name \_\_\_\_\_ Lot/Block# \_\_\_\_\_

# Bedrooms \_\_\_\_\_ Garbage Disposal \_\_\_\_\_ Lot Size \_\_\_\_\_ Sq.ft/Acre **Public/Private Water** (circle)

If an existing septic evaluation, please check and circle reason for request:

\_\_\_ Purchase/refinance/selling home

\_\_\_ Bedroom – **Stake out on site** (May result in additional fees and additional septic drain line may be required)

\_\_\_ Carport/garage/deck/bathroom/porch/pool addition (please circle) – **Stake out on site**

\_\_\_ Adoption Private or State (please circle)

\_\_\_ Moving in mobile/modular home (May result in additional fees/septic drain line may be required if # bedrooms exceed the capacity of the septic system)

\_\_\_ Other-please describe in detail \_\_\_\_\_

Does an appointment need to be made for the EHS's visit? (Outside dog, locked gate etc.) \_\_\_\_\_

*Please attach plans/sketch for additions. Failure to provide adequate plans can result in a delay for your request.*

**NOTICE: Proof that septic tanks have been pumped/installed/serviced within the last 5 years must be provided by the applicant before an existing system evaluation letter can be provided.**

DEPARTMENT USE ONLY

AMOUNT PAID \_\_\_\_\_ RECEIVED BY \_\_\_\_\_ DATE \_\_\_\_\_