

Checklist for DEP Use Only:

Is property metered?

- Yes No - Reject Application as Unqualified

Copy of "licenses required for business operation" attached?

- Yes No - Reject Application as Incomplete

Is the property delinquent on water/sewer charges or property taxes?

- Yes - Reject No

Has the applicant attached a brief description of what the water is used for to assist in identifying which allowance they are requesting?

- Yes No - Reject Application as Incomplete

Is the applicant requesting an exception to one of the standard wastewater allowances?

- Requesting standard allowance - process locally
- Requesting exception - forward to Bureau Engineer (Maria Petkanas, P.E.)