

Application Checklist

TO: Office of Environmental Health & Safety
Wastewater Management Section

I am enclosing the following completed items for the application for Registration or Modification of an On-site Sewage System Proprietary Distribution Product.

- Initial Application for On-site Sewage System Proprietary Distribution Product (see page 2)
 - Product Information
 - Professional Engineer Statement
 - Certification
 - Applicable Fees (\$400.00 base fee)
- } See page 3 for additional instruction

NOTE: There will be an additional \$100.00 per hour charged if review time exceeds 4 hours.

Total Remittance \$400.00 Check # _____ payable to the Department of Health

Return this form to wastewatermgmt@doh.wa.gov

AND

Remit payment with page 1 of this form to: DOH Wastewater Management Section, PO Box 1099, Olympia, WA 98507-1099

Incomplete submittal will delay processing. Keep a copy of everything you submitted for your records.

For persons with disabilities, this document is available upon request in other formats. To submit a request, please call 1-800-525-0127 (TDD/TTY call 711).

For Department of Health Revenue Use Only	
0597267065	\$400.00 base fee

Print and remit this page only with payment



Application for Registration Proprietary Distribution Product

APPLICANT INFORMATION

Manufacturer's Name: _____

Address: _____

City: _____

State: _____ Zip: _____

Phone: _____

Email: _____

Website: _____

Contact's Information *If different from Manufacturer's*

Contact's Name: _____

Contact's Title: _____

Address: _____

City: _____

State: _____ Zip: _____

Phone: _____

Email: _____

Date of Application: _____

Product Name: _____

Model: _____

CATEGORY *(check all that apply)*

- GRAVELLESS DISTRIBUTION PRODUCT
- SUBSURFACE DRIP PRODUCT
- OTHER (Please Describe)

GENERAL REQUIREMENTS FOR SUBMITTAL

All submitted material must be legible. Handwritten responses to the application questions or hand-written notes or other submitted documentation may, at the discretion of the department, result in rejection of the application. Products within a single series or model line (sharing distinct similarities in design and materials) may be registered under a single application. Products outside of the series or model line must be registered under separate applications.

PRODUCT REGISTRATION REQUIREMENTS

Manufacturers who wish to sell a proprietary distribution product for use in Washington State must request and obtain department review and registration of their products by submitting this completed application form, plus the following:

- (a) A comprehensive, yet concise, response to the information outlined on page 3; and
- (b) The proprietary product registration fee described in WAC 246-272-2000.

RENEWAL REQUIREMENTS

All product registrations expire on December 31 of each year. Manufacturers who wish to continue product registration must apply for renewal by submitting a Proprietary Distribution Product Renewal Form (DOH Pub 337-076).

For more information contact (360) 236-3330 or wastewatermgmt@doh.wa.gov.

Application for Registration Proprietary Distribution Product

Proprietary Distribution Product - Registration Process and Requirements (WAC 246-272A-0145)

All applicants must provide complete written response to the following in the order listed:

Applicant Information

- (a) Manufacturer's name, mailing address, street address and phone number;
- (b) Contact individual's name, mailing address, street address, and phone number. The contact individual must be vested with the authority to act as the agent of the manufacturer in this capacity;

Product Information

- (c) Name, including specific brand and model, of the proprietary distribution product;
- (d) A description of the function of the proprietary distribution product along with any known limitation on its use;
- (e) Product description and technical information, including schematics; materials and characteristics; component design specifications; design capacity, volumes and flow assumptions and calculations; components; dimensioned drawings and photos;
- (f) Siting and installation requirements;
- (g) Detailed description, procedure and schedule of routine service and system maintenance events;
- (h) Identification of information subject to protection from disclosure of trade secrets;
- (i) Copies of product brochures & manuals: *Sales & Promotional; Design; Installation; Operation & Maintenance; and Homeowner Instructions;*
- (j) For gravelless chamber systems a quantitative description of the actual exposed trench-bottom infiltrative surface area for each model seeking registration;

Professional Engineer Statement

- (k) A statement from a professional engineer that certifies the technology meets the standards established in WAC 246-272A-0140;

Certification

- (l) A signed and dated certification by the manufacturer's agent specifically including the following statement, "I certify that I represent (INSERT MANUFACTURING COMPANY NAME) and I am authorized to prepare or direct the preparation of this application for product registration. I attest, under penalty of law, that this document and all attachments are true, accurate, and complete."
- (m) A signed and dated certification from the licensed professional engineer including the statement, "I certify that I represent (INSERT TESTING ENTITY NAME), that I am authorized to certify the performance characteristics for the proprietary distribution product presented in this application. I attest, under penalty of law, that the technology report is true, accurate, and complete."

Fees (WAC 246-272-2000)

Fees for proprietary product registration are established by Washington Administrative Code (Chapter 246-272-2000 WAC). The base fee is required at the time of application. Any fees for additional review time must be paid in full before the product will be registered. Please make check payable to Washington State Department of Health.

<u>Category:</u>	<u>Base Fee</u>	<u>Hourly Fee</u>
Product Registration	\$400.00	\$100.00 per hour for more than 4 hours of review time
Annual Registration Renewal	\$100.00	N/A