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Paulo Pinto, Director of Environmental Services



TRANSFER OF LICENSE/LICENSE RENEWAL APPLICATION For ON-SITE SEWAGE FACILITY (OSSF)

FEE DUE: \$60.00

PLEASE PRINT & RETURN WITH THE REQUIRED FEE
MAKE CHECKS PAYABLE TO WCCHD

PREVIOUS OWNER: _____ PERMIT#: _____ - _____
(If Transfer of License)

CURRENT OWNER: _____ PHONE: (____) _____

PROPERTY ADDRESS: _____

CITY: _____ STATE: TEXAS ZIP: _____

MAILING ADDRESS: _____
(If Different from Property Address)

CITY: _____ STATE: _____ ZIP: _____

A Transfer of License is required when a property with an OSSF requiring routine maintenance such as an Aerobic Treatment Unit (ATU) changes ownership. OSSF permits for properties with an ATU must be in current property owner's name.

A Renewal Application for Permit/License to Operate ATU's must be filed at least every two years.

A Renewal Application must be filed if there is a lapse in maintenance contract.

I am aware that in compliance with state and local regulations, the owner is responsible for maintaining a maintenance contract.

I certify that I have read and understand the above information.

Applicant's Signature

Date

----- OFFICE USE ONLY -----

DATE PAID/RCVD _____ RECEIPT # _____ CHECK # _____ CASH _____

REMINDER: Owners of Aerobic Treatment Units (ATU) are legally required to hold a current maintenance contract at all times. The Texas Commission on Environmental Quality's official current listing of maintenance contractors can be found on the internet at: www.tceq.state.tx.us/assess/public/compliance/compliance_support/licensing/maintprvd.pdf

**Please mail this form and a check for \$60.00 to the address below.
Payment in-person can be made by cash or check.**