



WATER & SEWER EVALUATION PRE-BUILDING PERMIT

Complete form and return in person, via fax @ (850) 651-7747, or email to OCWStaps@myokaloosa.com

FILL OUT ALL THAT APPLY: **PARCEL ID #** _____

LOCATION ADDRESS _____

LEGAL DESCRIPTION _____

CONTRACTOR INFORMATION Existing Customer ☐ Yes ☐ No If No, please complete a New Service Form

Name: _____ Email: _____

Company: _____ Tax ID: _____

Address: _____ Phone _____

REQUESTOR INFORMATION (if different from above)

Requestor's Name: _____ Email: _____

Requestor's Address: _____ Phone _____

PLEASE CHECK ALL THAT APPLY

- | | | | | |
|--|--|--|---|--|
| ☐ Water Tap | ☐ Sewer Tap | ☐ Residential Bldg. | ☐ Commercial Bldg. | ☐ Lot Split/Reconfiguration |
| ☐ 3/4" Meter Needed | ☐ 1" Meter Needed | ☐ Relocate Meter | ☐ Relocate Sewer Tap | ☐ Relocate Water Tap |

DESCRIPTION OF INTENTION:

FOR YOUR INFORMATION:

Water and sewer capacity expansion charges are for the purpose of defraying the cost of providing water supply capacity and providing sanitary sewer treatment and disposal capacity to service each new connection. The actual cost of construction of any line required to make the connection will be charged to the customer in addition to the water and sewer capacity expansion charges.

Where a developer has installed the infrastructure, no water meters or sewer connections will be allowed until Okaloosa County Water & Sewer (OCWS) Engineering issues approval and receives a copies of the FDEP clearances.

Okaloosa County shall not be responsible for sewer backup damage to homes built less than twelve inches above the crown of the adjacent roadway.

After payment of all fees:

- Allow 21 working days for the installation of water meters, 3/4" to 2" in size. Prior to final inspection, the responsibility of the protection of the meter installation is the tap purchaser or current owner/builder. Cost arising from damage or loss to the meter, meter box/vault, meter box lid, backflow devices, and piping leading to the meter will be billed to the purchaser or current owner. Meters larger than 2" can take up to 100 days because they are installed in a large concrete vault that is not kept in stock.
- Allow 21 working days for the installation of sewer taps. The cost of any damage done to the sewer tap after installation will be the responsibility of the tap purchaser or current owner. Billing of sewer charges will automatically begin 120 days after the meter set date. When connecting a private sewer service to the existing public sewer system, OCWS must receive at least 2 business days advance notice, to schedule an onsite inspection prior to the physical connection. OCWS will perform a camera inspection of the existing sewer lateral from the point of connection to the sewer main. The requestor shall ensure that the existing sewer tap is excavated at the point of connection and accessible to OCWS prior to the scheduled inspection. A minimum of \$150 may be charged if it becomes necessary to re-spot or relocate the sewer lateral.

BY SIGNING BELOW, I ATTEST THAT I HAVE FILLED OUT THE FORM TO THE BEST OF MY KNOWLEDGE, AND THAT I HAVE READ, UNDERSTAND, AND AGREE TO THE ABOVE THE TERMS AND CONDITIONS.

Signature _____

Date _____

Please mark on the map a W for the water tap and an S for the sewer tap location preference. Feel free to add additional structure references like driveway, property line ext. We will try to accommodate you as best we can. There will be an additional charge if the taps are already in place and you need them relocated. To ensure the taps are placed to your specific request, please mark the property with spray paint or on a stake Blue for water Green for sewer.


