# Example 3-1- CCR Certification Form
(updated with electronic delivery methods)

*(suggested format)*

CWS Name: _____

PWSID No: _____

The community water system named above hereby confirms that its consumer confidence report has been distributed to customers (and appropriate notices of availability have been given). Further, the system certifies that the information contained in the report is correct and consistent with the compliance monitoring data previously submitted to the state/primacy agency.

Certified by:

Name: _____

Title: _____

Phone #: _____ Date: _____

**Please check all items that apply**.

____ CCR was distributed by mail.

____ CCR was distributed by other direct delivery method. Specify direct delivery methods:

___ Mail – notification that CCR is available on Web site via a direct uniform resource locator (URL)

___ E-mail – direct URL to CCR

___ E-mail – CCR sent as an attachment to the e-mail

___ E-mail – CCR sent embedded in the e-mail

___ Other: _____

If the CCR was provided by a direct URL, please provide the direct URL Internet address:

www._____

If the CCR was provided electronically, please describe how a customer requests paper CCR delivery:

_____

_____

_____

_____

____ "Good faith" efforts were used to reach non-bill paying consumers. Those efforts included the following methods as recommended by the state/primacy agency:

____ posting the CCR on the Internet at www._____

____ mailing the CCR to postal patrons within the service area (attach a list of zip codes used)

____ advertising availability of the CCR in news media (attach copy of announcement)

____ publication of CCR in local newspaper (attach copy of newspaper announcement)

____ posting the CCR in public places (attach a list of locations)

____delivery of multiple copies to single bill addresses serving several persons such as: apartments, businesses, and large private employers

____ delivery to community organizations (attach a list)

____ electronic city newsletter or electronic community newsletter or listserv (attach a copy of the article or notice)

____ electronic announcement of CCR availability via social media outlets (attach list of social media outlets utilized)

____ (for systems serving at least 100,000 persons) Posted CCR on a publicly-accessible Internet site at the address: www._____

____ Delivered CCR to other agencies as required by the state/primacy agency (attach a list)